



# COOPERATIVE DEVELOPMENT AUTHORITY

827 Aurora Blvd., Service Road, Brgy. Immaculate Conception, 1111 Cubao, Quezon City, Philippines  
<http://www.cda.gov.ph> [helpdesk@cda.gov.ph](mailto:helpdesk@cda.gov.ph) CDA @CDAPHil PH Cooperatives



## REQUEST FOR QUOTATION

Date: March 4, 2022  
 RFQ No.: 2022-046

Name of Company: \_\_\_\_\_  
 Address: \_\_\_\_\_

Business Permit No.: \_\_\_\_\_  
 TIN: \_\_\_\_\_

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation. Submit your quotation duly signed by you or your duly authorized representative not later than \_\_\_\_\_.

*[Signature]*  
 ATTY. ELIZABETH O. BATCHAN  
 Vice Chairman, Bids & Awards Committee

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

| ITEM DESCRIPTION   | Quantity<br>(QTY) | Approved<br>Budget for the<br>Contract | PRICE |            |             | OFFER  |    | REMARKS |
|--|-------------------|--|-------|------------|-------------|--|----|---------|
|  |                   |  | QTY   | Unit Price | Total Price | Compliance with Technical<br>Specifications (please check) |    |         |
| PURPOSE: For official use of CDA Head Office - ICTD  |                   | 322,000.00                             |       |            |             | Yes  | No |         |
| SUBSCRIPTION OF CLOUD HOSTING SERVICES FOR ELECTRONIC PRE-REGISTRATION SEMINAR (E-PRS) SYSTEM/E-LEARNING PLATFORM OF CRITD   | 1 lot             | 322,000.00                             |       |            |             |  |    |         |
| Cloud hosting for the CDA-EPRS / Elearning Platform  |                   |  |       |            |             |  |    |         |
| Technical Specifications:  |                   |  |       |            |             |  |    |         |
| - Debian, CentosOS, CoreOS, Ubuntu, or other User  |                   |  |       |            |             |  |    |         |
| - Provided OS  |                   |  |       |            |             |  |    |         |
| - Machine Class: Regular   |                   |  |       |            |             |  |    |         |
| - Series: E2   |                   |  |       |            |             |  |    |         |
| - Machine Type: e2-standard-2 (4 vCPUs, 16GB memmory)  |                   |  |       |            |             |  |    |         |
| - 730 total hours per month  |                   |  |       |            |             |  |    |         |
| - VM class: regular  |                   |  |       |            |             |  |    |         |
| - Instance type: e2-standard-4   |                   |  |       |            |             |  |    |         |
| - 1 year   |                   |  |       |            |             |  |    |         |
| - Subscription Period: One Year after the issuance of the Certificate of Acceptance  |                   |  |       |            |             |  |    |         |
| - Billing and Payment: 100% after configuration and/or migration of the system and database  |                   |  |       |            |             |  |    |         |
| - VAT inclusive  |                   |  |       |            |             |  |    |         |
| Eligibility of the Bidders:  |                   |  |       |            |             |  |    |         |
| The bidder/service provider must possess the following:  |                   |  |       |            |             |  |    |         |
| a. The bidder should be in the IT business for at least 5 years  |                   |  |       |            |             |  |    |         |
| b. The bidder should have implemented government related applications specific to this industry only (i.e. RA 9184 - Procurement Act for Government Agencies etc.)   |                   |  |       |            |             |  |    |         |
| c. At least 3 years minimum experience dealing with government projects  |                   |  |       |            |             |  |    |         |
| d. 24 x 7 customer / technical support capability  |                   |  |       |            |             |  |    |         |
| Other Terms and Conditions:  |                   |  |       |            |             |  |    |         |
| a. The services required are classified as highly technical and the system provider shall perform or deliver these services with utmost professionalism. He is prohibited from disclosing or disseminating any infomation, data owned by the CDA or gathered in any manner in the performance or delivery of services. This prohibition shall be effective evena fter the termination of the contract.   |                   |  |       |            |             |  |    |         |
| b. The System Provider is an independent contractor, and no employer-employee relationship exists between him and CDA. Any and all calims for compensation, death, unpaid wages, overtime pay, separation pay, damages of said System Provider, his heirs, beneficiaries, and/or assigns, as well as compliance with applicable laws and ordinance relating to the services to be performed under the contract, shall be the exclusive, direct and sole responsibility of the System Provider. |                   |  |       |            |             |  |    |         |

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|---|-------------------|--|-------|--|---------|
|   |                   |  | PRICE |  |         |
| <p>c. The System Provider shall hold CDA free and harmless from any liability, injury, disability, or death sustained by him or by third parties arising out of or in connection with the performance of the undertaking under the contract.</p> <p>d. Neither the CDA nor the System Provider shall be liable for delay or failure to perform in whole or in part any of their respective obligations and responsibilities under the contract by reasons or contingencies beyond their control, including the lack or failure of raw materials, war, acts of God, hurricanes, fires, storms, accidents, and force majeure, government regulations or interference of any cause whatever beyond the concerned party's control.</p> <p>e. Subcontracting is not allowed</p> <p>Delivery Term: 15 days</p> <p>Payment Term: 30 days after complete delivery</p> |                   |  |       |  |         |

Note: \*Quoted price/s must be VAT inclusive.

\*Supplier must have a Land Bank of the Phil. Account.

\*Supplier must submit a sealed quotation.

\*Sealed quotation must be submitted together with the following requirements:

Company Profile, DTI/SEC Registration, Business/Mayor's Permit, BIR Registration, and PhilGEPS Certificate of Membership

Signature over Printed Name

Canvasser

Contact Numbers (Landline and/or  
Cellphone Nos.)/E-mail address

## TERMS AND CONDITIONS

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotations/s must be valid for a period of Thirty (30) calendar days from the date of submission.
3. Price quotations, to be denominated in Philippine peso shall include all taxes.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The items shall be delivered within \_\_\_\_\_ working days from receipt of Purchase/Job Order.
8. The CDA-CO shall have the right to inspect and/or to test the goods
9. Submit your sealed quotation by mail or through your messenger addressed to the Cooperative Development Authority, 827 Aurora Blvd., Brgy. Immaculate Concepcion, Quezon City.
10. The Cooperative Development Authority reserves the right to accept or reject any or all quotations, waive any informality or technically therein and award to any firm whose proposal is deemed most advantageous to the government.