



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 CDA @CDAPHil PH Cooperatives



REQUEST FOR QUOTATION

Date: March 23, 2023
RFQ No.: 2023-073

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 _____

RAY R. ELEVAZO, CESO, MNSA
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 (QTY)	Approved Budget for the Contract	PRICE			OFFER		REMARKS
			QTY	Unit Price	Total Price	Compliance with Technical Specifications (please check)		
PURPOSE: For the Official Use of CDA Head and Extension Offices	1 lot	389,000.00				Yes	No	
1 LOT PROCUREMENT OF ONE (1) YEAR SUBSCRIPTON OF ZOOM VIDEO CONFERENCING PLATFORM FOR THE COOPERATIVE DEVELOPMENT AUTHORITY (CDA) For the year 2023-2024								
1. PROJECT TITLE								
1.1 Procurement of One (1) Year subscription of Zoom Cideo Conferencing Platform for the Cooperative Development Authority								
2. PROJECT DESCRIPTION								
2.1 To Sustain the Video Conferencing Services to be used for the Conduct of Online Meetings								
3. SUBSCRIPTION PERIOD								
3.1 The Subscription of Zoom Video Conferencing Platform for the Cooperative Development Authority shall cover the period of July 26, 2023 to July 26, 2024								
4. APPROVED BUDGET FOR THE OCNTRACT								
4.1 The Approved Budget for the Contract is Three Hundred Eighty-Nine Thousand Pesos (in figures: PHP 389,000.00), inclusive of VAT								
5. SPECIFICATIONS AND SCOPE OF WORK								
5.1 Subscription of 16 Hosts/Accounts	18	216,000.00						
5.1.1 Includes 300 Participants								
5.1.2 Dedicated Phone Support								
5.1.3 Admin Dashboard								
5.1.4 Vanity URL								
5.1.5 Managed Domains								
5.1.6 Single Sign-On								
5.1.7 Company Branding								
5.1.8 Custom Emails								
5.1.9 LTI Integration								

5.1.10 Cloud Recording								
5.1.11 Polling								
5.1.12 Break outs								
5.2. 2 Hosts Subscription for 1000 Add-on Participants	2	140,000.00						
5.3 1 Zoom Room License Subscription	1	33,000.00						
5.4 Scope of Services								
5.4.1 Provisioning of Licences								
5.4.2 After Sales Technical Support								
6. ELIGIBILITY OF THE BIDDER								
6.1. The bidder/service provider must possess the following:								
6.1.1. The Bidder should be in the IT business for 3 years								
6.1.3. At least 3 years minimum experience dealing with government projects								
6.1.4. 24 x 7 customer/technical support capability								
7. DELIVERY PERIOD								
7.1. 30 Days after the issuance of the Notice To Proceed								
Nothing Follow								

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

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

Canvasser

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-CC 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 Conception, Quezon City.
10. The Cooperative Development Authority reserves the right to accept or reject any or all quotations, waive any informality or technicality therein and award to any firm whose proposal is deemed most advantageous to the government.