



# COOPERATIVE DEVELOPMENT AUTHORITY

827 Aurora Blvd., Service Road, Brgy. Immaculate Conception Cubao, 1111 Quezon City, Philippines  
http://www.cda.gov.ph helpdesk@cda.gov.ph CDA Philippines



## REQUEST FOR QUOTATION

Date: January 8, 2024  
RFQ No.: 2024-010

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, CESE, 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:

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)		
						Yes	No	
PURPOSE: FOR THE OFFICIAL USE OF CDA HEAD OFFICE - RSES DIRECTOR		₱320,000.00						
1. PROJECT TITLE 1.1. 1-LOT PROCUREMENT OF ONE (1) YEAR CLOUD HOSTING SERVICES FOR THE CORPORATE WEBSITE (WWW.CDA.GOV.PH) OF THE COOPERATIVE DEVELOPMENT AUTHORITY FY 2024 2. SPECIFICATIONS 2.1. Self Managed Dedicated Server 6C/64 GB - Linux - HDD 2.1.1. Intel Xeon-E 2136 2.1.2. 6C/12T – 4.5 GHz Turbo 2.1.3. 64 GB DDR4 RAM 2.1.4. 2 x 4 TB HDD Storage (RAID-1) 2.2. Features 2.2.1. CPanel/WHM 2.2.1.1. Simplified server management for customers. 2.2.1.2. Operating system: CentOS 2.2.1.3. Pre-installed software: cPanel/WHM, Apache Web Server, MySQL, PHP, EXIM mail server and many more. 3. OTHER INCLUSIVE SERVICES 3.1. Keep WwordPress Updated: 3.1.1. Ensure that you are using the latest version of WordPress. Regularly update both the core software and plugins to patch known vulnerabilities 3.2. Disable Directory Listing: 3.2.1. Prevent directory listing by including "Options -Indexes" in your site's .htaccess file. 3.3. SSL Encryption: 3.3.1. Implement SSL (Secure Socket Layer) or TLS (Transport Layer Security) encryption to secure data transmission between the server and users. This is crucial for protecting sensitive information. 3.4. Security Plugins: 3.4.1. Use reputable security plugins to add an extra layer of protection. Popular choices include Wordfence, Sucuri Security, and iThemes Security. 4. DELIVERY PERIOD 4.1. 30-days prior to the expiration period on April 16, 2024, and after the issuance of the Notice to Proceed or the Purchase Order (PO). 5. SUBSCRIPTION AND WARRANTY PERIOD 5.1. April 16, 2024 to April 16, 2025 6. APPROVED BUDGET FOR THE CONTRACT 6.1. The Approved Budget for the Contract is Three Hundred Twenty Thousand Pesos only (in the figure: Php 320,000.00). Chargeable against 2024 MOOE Funds of the ICTD. 7. ELIGIBILITY OF THE BIDDERS 7.1. The Bidder should be in the IT business for at least 5 years; 7.2. 24 x 7 customer/technical support capability; 7.3. Submission of Certificate of Satisfactory from Previous Clients as Cloud Service Provider; 7.4. The Provider MUST be a VAS-licensed company under the National Telecommunication Commission (NTC); 7.5. The Provide MUST be an accredited Cybersecurity Provider by the Department of Information and Communications Technology (DICT); 7.6. The Provider MUST be a Data Privacy registered company under National Privacy Commission (NPC);	1 Lot							

<p>7.7. The Provider should have 5 years minimum experience dealing with government projects;</p> <p><b>8. OTHER TERMS AND CONDITIONS</b></p> <p>8.1. The services required are classified as highly technical and the PROVIDER shall perform or deliver these services with utmost professionalism. The PROVIDER is prohibited from disclosing or disseminating any information, data owned by The CDA or gathered in any manner in the performance or delivery of services. This prohibition shall be effective even after the termination of the contract;</p> <p>8.2. An independent PROVIDER with no employer-employee relationship exists between the PROVIDER and CDA. Any and all claims for compensation, death, unpaid wages, overtime pay, separation pay, damages of the PROVIDER, 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 PROVIDER;</p> <p>8.3. The 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>8.4. Neither the CDA nor the PROVIDER shall be liable for delay or failure to perform in whole or in part any of their respective obligations and responsibilities 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; and</p> <p>8.5. Subcontracting is not allowed</p> <p>Chargeable against 2024 MOOE Funds</p> <p>*****nothing follows*****</p>							
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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

\_\_\_\_\_  
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## 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.