Republic of the Philippines
Department of Trade and Industry
CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Blvd. Cor. Gil Puyat Ave., Pasay City

Solicitation No.: CITEM-2024-0048

REQUEST FOR QUOTATION
(NEGOTIATED PROCUREMENT – SMALL VALUE PROCUREMENT)

The Center for International Trade Expositions and Missions (CITEM) invites all interested parties to submit quotation for:

PROCUREMENT OF REMOTE MONITORING AND MANAGEMENT SOFTWARE

(Please see attached Request for Quotation Form for more details.)

Approved Budget for the Contract	:	**PHP495,000.00**
Deadline of Submission of Eligibility Documents and Financial Bid	:	**11 March 2024, 05:00PM**
Schedule of Opening of Bids	:	**12 March 2024, 02:00PM**

Conduct of Opening of Bids shall be held virtually thru Microsoft Teams or Zoom and shall be open to all prospective bidders. Link of the Opening of Bids may be requested through the BAC Secretariat at citembac@citem.com.ph. The link will be released on the actual day of the procurement activity.

The *Notice of Award* shall only be issued to the lowest calculated and responsive bidder who has complied with the following documentary requirements below, submitted in an enclosed, sealed and properly labeled envelope or compressed folder:

Eligibility Documents (1st Envelope / Compressed Folder)

1. **Mayor's Permit for the current year or for individuals exercising a profession, BIR Certificate of Registration**

   Expired Mayor's permit with Official Receipt of renewal application shall be accepted provided that the renewed permit shall be submitted before the award of the contract.

2. **Valid PhilGEPS Registration Number (evidenced by a certificate or screen shot)**

   PhilGEPS Certificate of Platinum Membership may be submitted in lieu of Mayor's Permit and PhilGEPS Registration Number.

3. **Notarized Omnibus Sworn Statement**

4. **Notarized Special Power of Attorney, Notarized Secretary's Certificate or Board/Partnership Resolution for partnership, corporation, cooperative, or joint venture, whichever is applicable**

Financial Bid (2nd Envelope / Compressed Folder)

- **Quotation using the attached Request for Quotation (RFQ) Form duly signed by the authorized representative.**

To encourage the sanctity of the bids, bidders must submit these documents separately, on the above stated date and time, either on the following:
   a. Physical Submission at the CITEM Office, Golden Shell Pavilion, Roxas Blvd. cor. Gil Puyat Ave., Pasay City, or
   b. Online submission to the BAC Secretariat through email at citembac@citem.com.ph. A password protection maybe inflicted in the compressed folders to ensure security of the documents. The password must be disclosed on or before the date and time of the Opening of Eligibility Documents and Financial Bid as indicated above. Failure to disclose the password during the opening of bids may result to non-responsiveness of the bid.

CITEM-BAC reserves the right to reject any or all bids disadvantageous to, waive any formality or accept such bids as may be considered advantageous to the government. Further, CITEM-BAC assumes no obligation whatsoever to compensate or indemnify the bidders for expenses or losses that may be incurred in participating in this bidding.

For inquiries, please contact the CITEM Bids and Awards Committee Secretariat, at telephone no. (02) 8-831-2201 local 309/294 or email at citembac@citem.com.ph.

ATTY. ANNA GRACE I. MARPURI
Chairman, Bids and Awards Committee

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Blvd. Cor. Sen. Gil Puyat Avenue, Pasay City
Tel.: (632) 8-831-2201 local 309/294 E-mail: citembac@citem.com.ph

REQUEST FOR QUOTATION

☐ Shopping with ABC of Php 50,001 and above   ☑ Small Value Procurement with ABC of Php 50,001 and above
☐ Lease of Real Property and Venue   ☐ Others: _____

Date: 07 March 2024
RFQ No.: 2024-0048

Company Name: _____
Address: _____
Contact No.:_____

Gentlemen:

       Please quote hereunder your lowest possible price(s) for the following article(s)/work(s) which are urgently needed by this office. It is requested that the quotation be sealed, signed, and stamped in an envelope or compressed folder and submitted to CITEM BAC / citembac@citem.com.ph.

Deadline of Submission of Eligibility Documents and Financial Bid: **11 March 2024**		*Time:* **05:00PM**
Schedule of Opening of Bids: **12 March 2024**	*Time:* **02:00PM**	*Venue:* **ZOOM**

QTY	UNIT	ARTICLE / WORK / DESCRIPTION / SPECIFICATION	UNIT PRICE	AMOUNT

1	lot	**PROCUREMENT OF REMOTE MONITORING AND MANAGEMENT SOFTWARE**
		
		APPROVED BUDGET FOR THE CONTRACT: PHP 495,000.00
		
		• **One (1) Year Subscription (April 1, 2024 to March 31, 2025)**
		• **135 Nodes**
		
		Specifications:
		1. Agent Deployment
		  - Thru Active Directory, discovery, url link
		  - Can automatically group machine based in Agent package
		2. Supported Devices
		  - Windows, Mac, Virtualization (VMWare/Hyper-V), OSX, Linux, Network Devices (Reuters, Switches, Printers, and other IP-based devices)
		3. Automation Scripts
		  - Ready to use scripts
		  - Supports custom IT Procedures/Scripts for Windows using Batch, Powershell, and VBScript
		  - Supports custom IT Procedures/Scripts for MAC and Linux using Batch
		4. Automation Tasks
		  - Ready to use tasks
		  - Supports distribution of scripts or combination of scripts to manage machines, within LAN and/or Remote system
		  - Supports scheduling tasks
		5. Automation Workflows
		  - Create workflows using graphical flowchart
		  - Supports activation and deactivation of workflows
		6. Scheduling
		  - Supports scheduling of procedures to run automatically
		7. Application Development
		  - Supports deployment of Microsoft and non-Microsoft Applications
		  - Supports assignment of software repository for local sourcing of installers		

8. Monitoring
   - Monitor hardware/software resources (processes, services, network interface, ports, and performance, status), web certificates, web sites
   - Automatic discovery of all devices on the network
   - Send notification when a new device joins the network, when a device is no longer present in the network for x number of days
   - View all known and unknown devices
9. Dashboard
   - Offers view of alerts summary per priority category
   - Offers view of status of systems being managed
10. Inventory Audit
    - Can detect Hardware System Information (Manufacturer, Model, CPU, Number of cores, Current clock speed, Max clock speed, Number of processors, Number of logical processors, and Domain), Bios Information (Serial number, Manufacturer, SMBIOS version, Version, Release date), CPU/RAM Information (Processor Manufacturer, Processor Family, Processor Version, CPU Max Speed, CPU Current Speed, CPU, Quantity, Speed, RAM, Max Memory Size, Max Memory Slots)
    - Can detect installed Software Information (Application Name, publisher, version, and have option to uninstall)
    - Can detect installed security products (show status if enabled/disabled, if it's up-to-date)
11. Patch Management
    - Centralized Management of Patches, Automated patch deployment and has history of the patches that is installed or not installed
12. Remote Access
    - Has non intrusive remote access
    - Has remote control (access computers from anywhere)
13. Policy Management
    - Ability to create policies for device configuration and monitoring of systems
    - Deploy and enforce policies within LAN and Remote systems
    - Ability to assign policy to the whole organization that will be automatically inherited/propagated to newly added systems
14. Reporting
    - Templated and configurable reports
    - Hardware and software inventory and resources utilization
    - Supports scheduled reporting and distribution to selected email recipients
15. Access and permissions
    - Ability to assign or limit features that can be access
16. Security
    - ISO 27001 Compliance, SOC 2 Type II Compliance
    - Use two-factor authentication (2FA), opt-in to receive push notifications on mobile app
    - System logs

		Other Requirements: - Includes implementation - Includes training with certification (minimum of one (1) IT personnel) - Product Certified Technical Trainer - Cloud-based - Supports 1GHz CPU, 512MB, 2GB HD Free space - Minimum of 135 nodes - Nodes are transferable - Available local support five (5) days a week (onsite, chat, or call) VAT Inclusive		
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Terms and Conditions:

1) Delivery period: _____ working days upon acceptance of Purchase/Job Order.

2) Bid price must be **Inclusive of Value Added Tax.**

3) Payment will be processed after receipt of invoice. Other terms of payment will be based on the Contract agreed by the Purchaser and Supplier.

4) Any alterations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her authorized representative.

5) Required documents, if any, must be submitted within 3 Days after receipt of notice.

The CITEM-BAC reserves the right to reject any or all bids offer and waive any defects therein and accept bid/s it may consider advantageous to the government.

ATTY. ANNA GRACE I. MARPURI
BAC Chairman

TO: CITEM Bids and Awards Committee:

Per your request, I/we have indicated the prices of the above-mentioned article(s)/work(s) on the unit price/amount column above. I/We also certify that we have read, understood, and shall conform with the terms and conditions of this requirement.

_____   _____
              Date Submitted   **Signature over printed name of the Authorized Company Representative**

Designation: _____

Telephone No(s).: _____

Email: _____