

## REQUEST FOR QUOTATION

REFERENCE NO.: **MR22-09-126**

We are inviting all interested contractors/suppliers to submit their best quotation for the  
**PROCUREMENT OF NDC'S EMAIL HOSTING.**

### Requirements:

Requirements	Qty.	Estimated Unit Price	Estimated Total Cost
<b>NDC'S E-mail Hosting</b> <ul style="list-style-type: none"> <li>- One (1) Year Email Hosting Service</li> <li>- Workspace Business Starter (30 GB Disk Space) for fifty (50) users</li> <li>- Admin Access for E-mail Accounts</li> <li>- 24/7 technical assistance by Gmail Technical Support/Gmail Public Help Desk</li> <li>- An on-call account manager to address any concerns</li> <li>- Retain NDC's existing email accounts with their specific files</li> <li>- Access to web-based document, spread sheet and presentation</li> </ul>	1 lot		Php 200,000.00
<b>TOTAL</b>		<b>Php</b>	<b>200,000.00</b>

**Approved Budget** : ₱200,000.00 (VAT Inclusive)

**Mode of Procurement** : Small Value Procurement

**Deadline of Submission of Quotation** : October 5, 2022

### Eligibility Requirements :

1. Valid and current Mayor's Permit (certified true copy)
2. PhilGEPS Registration Certificate (certified true copy) or PhilGEPS Registration Number
3. 2021 Income Tax Return or Latest Business Tax Return (certified true copy)
4. Omnibus Sworn Statement (Notarized and in accordance with GPPB Circular 04-2020 dated September 16, 2020)

**Note:** In lieu of the Mayor's Permit and PhilGEPS Registration Number, you may submit a valid Certificate of PhilGEPS Registration (Platinum Membership).

Please submit your quotation and eligibility requirements in a sealed envelope at the address stated below.

Name of Bidder:

**BIDS AND AWARDS COMMITTEE**

National Development Company  
7/F NDC Building, 116 Tordesillas St.  
Salcedo Village, Makati City  
Fax: 840-4862  
Attention: BAC Secretariat

Reference Number: MR22-09-126

All prices should be VAT inclusive. Further, please indicate in the quotation the following:

1. Terms of Payment – Government Terms
2. Delivery Period – within 7 – 15 calendar days after the issuance of Notice to Proceed

  
**AGM SATURNINO H. MEJIA**

Chairperson, Bids and Awards Committee