

**UNIVERSITY OF THE PHILIPPINES BAGUIO**

Governor Pack Road, Baguio City, Benguet, CAR  
 VAT Reg. TIN: 000-864-006-00007  
 Telephone No. 074.442.3484  
 Email Address: [spmo.upbaguio@up.edu.ph](mailto:spmo.upbaguio@up.edu.ph)

**REQUEST FOR QUOTATION (RFQ)**

PROCUREMENT PROJECT: Supply and Delivery of Hosting Subscription for LRC  
 Purchase Request No.: 15006  
 Approved Budget for the Contract: Php 610,000.00

Date: 28 October, 2021  
 RFQ No.: 2259  
 MOP: NP-SVP

**INSTRUCTIONS:**

- Accomplish this RFQ correctly and completely.
- Bidder should attach a copy of the latest Mayor's/ Business Permit, PhilGEPS Registration, Income/Business Tax Return and Notarized Omnibus Sworn Statement.**
- Failure to comply with any of the Technical Specifications will disqualify the quotation.
- Submit your quotation at the Supply and Property Management Office, UP Baguio OR may email at [jebagsic@up.edu.ph](mailto:jebagsic@up.edu.ph) and cc: [spmo.upbaguio@up.edu.ph](mailto:spmo.upbaguio@up.edu.ph) with RFQ No. as part of the subject NOT LATER THAN 5:00 PM on 02 November, 2021.**
- Failure to follow these instructions will disqualify your entire quotation.

Please quote your lowest government price (including VAT) on the item/s listed below, and state the time of which you can make delivery. The information stated below shall be the basis for the evaluation and calculation of your quotation.

sgd.  
**RODOLFO T. SUYAT, JR**  
 Chief, SPMO

ITEM NO.	GENERAL DESCRIPTION	STATEMENT OF COMPLIANCE TO TECHNICAL SPECIFICATIONS (PLEASE CHECK)		UOM	QTY	UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	
		YES	NO							
1	Learning Management System Hosting Subscription (for app. 500 people)			set	1	610,000.00	610,000.00			
	-Delivery Period: within 30 calendar days upon receipt of Purchase Order									
	-PLEASE INDICATE WARRANTY OFFERED FOR THE ITEM									
	-xxx Nothing Follows xxx-									
<b>TOTAL:</b>							<b>610,000.00</b>	<b>BID TOTAL:</b>		
<b>TOTAL QUOTED AMOUNT IN WORDS:</b>										

After having carefully read and accepted your General Conditions, I/We quote you on the Item at prices noted above.

Name of the Company: \_\_\_\_\_ Tel. No. : \_\_\_\_\_  
 Address: \_\_\_\_\_ Fax No. : \_\_\_\_\_  
 Name of Representative: \_\_\_\_\_ Email Address: \_\_\_\_\_  
 Position: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Specifications:

A) Terms Of Reference:

- 1) Fast and Stable Cloud-based LMS Service running Latest Stable Version of Moodle
- 2) Capable of handling at least 500 concurrent users using Exam/Quiz Module
- 3) Capable of handling at least 500 user accounts
- 4) 99.5% SLA, 24x7 availability, maximum of 285ms average network latency
- 5) Free upgrade service to latest stable versions of Moodle and applicable plugins upon request by UPB
- 6) Monthly, complete site backups submitted to UPB
- 7) Monthly server utilization reports submitted to UPB (daily statistics showing average CPU, RAM, DISK, NETWORK utilization)
- 8) Free services: transfer/migration and loading of existing LMS settings, configurations and data by winning bidder (if any)
- 9) Free technical support and assistance via E-mail, Phone, Messenger, Web (ticketing system), NBD where applicable
- 10) Free SSL Certificate for HTTPS using upb.edu.ph Domain Name
- 11) Early (at least 1-3 months) notifications of important or critical events (i.e. downtimes, technical issues, subscription issues, etc.)
- 12) Rebate facility in case of extended outages (at least 1 hour) while in the service of winning bidder
- 13) Access to Cloud Server Administration Facility (Webmin, cPanel, etc.) for UPB Technical Personnel

B) Minimum Technical Specs (Cloud Server):

vCPU: at least 16 cores dedicated

vRAM: at least 64 GB dedicated

vDISK: at least 2TB storage dedicated if SSD, 4TB dedicated if HDD

vNETWORK: at least 100GB transfer per month