LBP LEASING AND FINANCE CORPORATION
(A LANDBANK Subsidiary)
15ᵗʰ Floor SycipLaw Centre Bldg, #105 Paseo de Roxas St. 1226 Makati City

Telephone Number 8818-2200/ Fax Number 819-6176

INVITATION TO QUOTE FOR THE WINDOWS SERVER OPERATING SYSTEM LICENSE
(LLFC-CAP-22-015)

REQUEST FOR QUOTATION (Small Value Procurement)

LBP Leasing and Finance Corporation (LLFC) through its Bids and Awards Committee (BAC) will undertake a Small Value Procurement in accordance with Section 53.0 of the 2016 Revised Implementing Rules and Regulations of the Republic Act No. 9184.

Name of the Project	**Procurement of Windows Server Operating System License (LLFC-CAP-22-015)**
Approved Budget of the Contract (ABC)	**Eighty Thousand Pesos (PhP80,000.00)**

BACKGROUND

Window Operating System of the server is already obsolete thus the need for upgrading to the latest version that is still compatible with the hardware server.

OBJECTIVES OF THE SURVEY

The objective of this procurement is to ensure that all security patches are up to date to avoid vulnerabilities form latest malwares and cyber-attacks.

SCOPE OF WORK AND METHODOLOGY

One (1) unit Windows Server Operating System Perpetual License

Hybrid Cloud and Security

- Windows Server 2022 16 Core license pack. features the Secured-core OS option, which uses Trusted Platform Module 2.0 and System Guard secure boot option to reduce risk from firmware vulnerabilities and to help provide multilayer security across hardware, firmware, and the operating system.
- Supports AES-256-GCM and AES-256-CCM cryptographic suites for SMB encryption as well as TLS 1.3 to help provide a communication channel between two endpoints with increased security features.
- To provide east-west storage encryption, Windows Server 2022 failover clusters support granular control of encrypting and signing intranode storage communications for cluster shared volumes (CSV) and the storage bus layer (SBL).
- Improved Discrete Device Assignment (DDA) brings better security, virtual machine isolation, and performance for graphics-intensive workloads

Modernized Server Infrastructure

- Windows Server 2022 16 Core features containers that allow for packaging apps with their dependencies and using operating system-level virtualization to provide fast, fully isolated environments on a single system.
- The Containers extension in Windows Admin Center enables the containerization of apps, as well as troubleshooting for containers running on a host, such as opening a console connection to a container, checking logs, or monitoring resource consumption.
- Microsoft drastically decreased the size of the Windows Server core container base image by reducing duplicate payloads and removing unused optional components.
- Performance and scalability increased with support for up to 48TB memory and 2048 logical processors

Storage Migration

- Windows Server 2022 16 Core offers the Storage Migration Service, which provides a graphical tool that inventories data on Windows, Linux®, and NetApp CIFS servers and then transfers the data to newer servers or to Azure virtual machines, without reconfiguring applications or users.
- Capture and migrate legacy access permission settings along with the data for continued seamless functionality of your key business applications. As an option, transfer the identity of the legacy server to the destination server so apps and users can access the data without changing links or paths

Delivery Period	15 Working days.

1. Please accomplish the following:
   a.) Price Quotation Form (Annex "A") together with the supplier's official proposal/quotation
   b.) Statement of Compliance under Schedule of Requirements and Technical Specifications (Annex "B")
   c.) **Original and notarized** Omnibus Sworn Statement (Annex "C")

   Submit in a <u>sealed envelope</u> to LBP Leasing and Finance Corporation office located at 15th Floor, SyCip Law Centre Bldg, #105 Paseo de Roxas St., Makati City **on or before September 16, 2022 01:00PM** together with the **Certified True Copies** of the following **Eligibility documents**:

   a.) Valid and current year Mayor's Permit
   b.) Valid and current PhilGEPS Registration Number
   c.) DTI/SEC Registration (for Partnership/Corporation)
   d.) BIR Certificate of Registration (Form 2303)
   e.) Latest Income/Business Tax Return for two quarters
   f.) Latest Tax Clearance per E.O. 398, series of 2005 (Optional)

2. All quotations must include all applicable taxes and shall be valid for a period of thirty (30) calendar days from the deadline of submission of quotations. Quotations received in excess of the approved budget shall be automatically rejected.

3. Liquidated damages equivalent to one tenth (1/10) of the one percent (1%) of the value of Purchase Order not completed within the prescribed completion period shall be imposed per day to day of delay. LLFC may rescind the agreement once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of purchase order, without prejudice to other courses of action and remedies open to it.

4. The project shall be awarded to the proponent determined to have submitted the complete and lowest quotation including compliance to the Schedule of Requirements and Eligibility documents.

5. The prospective bidder shall be a Filipino citizen/sole proprietorship/partnership/Corporation duly organized under the laws of the Philippines.

6. LLFC reserves the right to reject any or all quotations at any time prior to award of the project without thereby incurring any liability to the affected proponents and to waive any minor defects therein to accept the quotation as may be considered more advantageous to the Government.

7. Terms of payment shall be within thirty (30) calendar days from date of acceptance. The procurement of LLFC is subject to a final VAT withholding of five percent (5%) in addition to the applicable withholding tax.

8. For the winning supplier: The obligation for warranty shall be covered by either retention money equivalent to 1% of payment or a special bank guarantee equivalent to 1% of the total contract price. The amount shall be released after three (3) months (Section 62 of the 2016 Revised IRR of RA 9184).

For further information, please visit LBP Leasing and Finance Corporation office or contact the BAC Secretariat Ms. Jose Emmanuel I. Guerrero at telephone number 818-2200 loc. 218 or send e-mail to jiguerrero@lbpleasing.com

Date of issue: 12 September 2022

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(Sgd)
ATTY. MARLA A. BARCENILLA
CHAIRPERSON
BIDS AND AWARDS COMMITTEE

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TERMS OF REFERENCE
FOR LBP LEASING AND FINANCE CORPORATION

PROJECT NAME	:	Procurement of Windows Server Operating System License
APPROVED BUDGET FOR THE CONTRACT	:	Eighty Thousand Pesos (Php 80,000.00) inclusive of all applicable taxes
MODE OF PROCUREMENT	:	Small Value Procurement

I. SUMMARY

One server machine that will be used for the transfer of Jeonsoft Payroll-HRIS System and CCTV viewing portal needs upgrading of the operating system that is compatible with the hardware server.

II. BACKGROUND

Window Operating System of the server is already obsolete thus the need for upgrading to the latest version that is still compatible with the hardware server.

III. OBJECTIVES

The objective of this procurement is to ensure that all security patches are up to date to avoid vulnerabilities form latest malwares and cyber-attacks.

IV. SCOPE OF WORK

One (1) unit Windows Server Operating System Perpetual License
Hybrid Cloud and Security
• Windows Server 2022 16 Core license pack. features the Secured-core OS option, which uses Trusted Platform Module 2.0 and System Guard secure boot option to reduce risk from firmware vulnerabilities and to help provide multilayer security across hardware, firmware, and the operating system.
• supports AES-256-GCM and AES-256-CCM cryptographic suites for SMB encryption as well as TLS 1.3 to help provide a communication channel between two endpoints with increased security features.
• To provide east-west storage encryption, Windows Server 2022 failover clusters support granular control of encrypting and signing intranode storage communications for cluster shared volumes (CSV) and the storage bus layer (SBL).
• Improved Discrete Device Assignment (DDA) brings better security, virtual machine isolation, and performance for graphics-intensive workloads
Modernized Server Infrastructure
• Windows Server 2022 16 Core features containers that allow for packaging apps with their dependencies and using operating system-level virtualization to provide fast, fully isolated environments on a single system.
• The Containers extension in Windows Admin Center enables the containerization of apps, as well as troubleshooting for containers running on a host, such as opening a console connection to a container, checking logs, or monitoring resource consumption.
• Microsoft drastically decreased the size of the Windows Server core container base image by reducing duplicate payloads and removing unused optional components.
• Performance and scalability increased with support for up to 48TB memory and 2048 logical processors
Storage Migration
• Windows Server 2022 16 Core offers the Storage Migration Service, which provides a graphical tool that inventories data on Windows, Linux®, and NetApp CIFS servers and then transfers the data to newer servers or to Azure virtual machines, without reconfiguring applications or users.

- Capture and migrate legacy access permission settings along with the data for continued seamless functionality of your key business applications. As an option, transfer the identity of the legacy server to the destination server so apps and users can access the data without changing links or paths

V. DELIVERABLES
Perpetual Licenses shall be delivered after receipt of the Purchase Order within Fifteen (15) working days

VI. CONTRACT PAYMENT SCHEME
The supplier will be paid within 30 days after receipt of Perpetual License.

VII. DATA PRIVACY ACT
The supplier must comply with the requirement of the Data Privacy Act.

Price Quotation Form

Date:

ATTY. MARLA A. BARCENILLA
Chairperson, Bids and Awards Committee
LBP Leasing and Finance Corporation (LLFC)
15th Flr., Sycip Law Center, #105 Paseo de Roxas St.,
Makati City

Dear **Atty. Barcenilla**:

After having carefully read and accepted the terms and conditions in the Request for Quotation (RFQ), hereunder is our quotation/s for the item/s as follows:

Description/ Specifications:	Qty.	Unit Price (P)	Total Price (P)
(In details)			
Amount in Words:_____ _____			
Warranty			

The above-quoted prices are inclusive of all costs and applicable taxes. Delivery **to LBP Leasing and Finance Corporation** shall be within thirty (30) calendar days upon receipt of Purchase Order (P.O.) and Notice to Proceed.

Very truly yours,

_____
Printed Name over Signature of Authorized Representative

_____
Name of Company

_____
Contact No./s

Please submit all the required eligibility documents together with the Annexes "A, B and C"

Schedule of Requirements and Eligibility Requirements

Bidders must state **"Comply"** in the column "Statement of Compliance" against each of the individual parameters.

Requirements	Statement of Compliance
One (1) unit Windows Server Operating System Perpetual License	
Hybrid Cloud and Security	
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Delivery Period: 15 working days	
Eligibility Requirements *(Certified True Copies only)* :	
1. Valid and Current Year Mayor's Permit	
2. Valid and Current PhilGEPS Registration Number	
3. DTI / SEC Registration (for Partnership / Corporations)	
4. BIR Certificate of Registration (Form 2303)	
5. Latest Income/Business Tax Return for two quarters	
6. Latest Tax Clearance per E.O. 398, series of 2005 (Optional)	
7. Notarized Omnibus Sworn Statement (Annex C)	

I hereby certify to comply and deliver all the above Schedule of Requirements.

Name of Company /Bidder	**Signature over Printed Name of Authorized Representative**	**Date**

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

A F F I D A V I T

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. ***Select one, delete the other:***

   If a sole proprietorship: I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

   If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. ***Select one, delete the other:***

   If a sole proprietorship: As the owner and sole proprietor, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney*;

   If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity],* as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable;)]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. ***Select one, delete the rest:***

    If a sole proprietorship: The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

    If a partnership or cooperative: None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

    If a corporation or joint venture: None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and

8. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:

    a) Carefully examine all of the Bidding Documents;

    b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;

    c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and

    d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.

9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of ___, 20__ at _____, Philippines.

_____
Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ___ day of *[month] [year]* at *[place of execution],* Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ____ at _____.

Witness my hand and seal this ___ day of *[month] [year].*

NAME OF NOTARY PUBLIC
Serial No. of Commission _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. _____ *[date issued], [place issued]*
IBP No. _____ *[date issued], [place issued]*

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

* This form will not apply for WB funded projects.