

## DEPARTMENT OF TOURISM - MIMAROPA

### Procurement of Service Provider for One (1) year Internet Connection of the new Regional Office

#### I. BACKGROUND/ PURPOSE

The Department of Tourism (DOT) MIMAROPA needs a service Provider for One-Year Unlimited Internet access of its personnel for the new office building in NEX54 in Boni Ave., Mandaluyong City. The internet continues to be a vital tool for the success of each projects in the government agencies.

The objective aims to enhance operational efficiency, promote a technologically advanced work environment, and support the DOT-MIMAROPA team in delivering their services effectively.

#### II. SCOPE OF SERVICE

The service provider should be able to provide the unlimited internet access with the following specifications:

##### A. General Requirements:

- a. Enterprise account for one (1) year unlimited access
- b. At least 500mbps with free one (1) direct business landline.
- c. Access on a fixed monthly fee and inclusive of VAT
- d. Preferably with available internet post and terminal line for easier installation and connection in the location of the new office in NEX54, 778 Edsa Cor. Boni Avenue, Brgy. Barangka Ilaya, Mandaluyong City
- e. Service Inclusions:
  - Dedicated Technical Support for customers.
  - Installation and other maintenance that may occur during the contract
  - Available for upgrades if necessary and renewal of contract upon evaluation

##### B. Documentary Requirements

1. Copy of Mayor's/Business Permit
2. Copy of PhilGEPS Registration
3. Original or certified true copy of duly notarized Omnibus Sworn Statement
4. Copy of SEC and/ or DTI Registration
5. Copy of BIR Certification and updated Annual ITR

Note: Complete copy of the requirements and proposal **shall be sent through email** [dot4b.bacsecretariat@gmail.com/](mailto:dot4b.bacsecretariat@gmail.com) [sheilapineda.ocasla@gmail.com](mailto:sheilapineda.ocasla@gmail.com) on or before **March 05, 2024**

Furthermore, the winning bidder shall provide all certified true copies of the documentary requirements and proposal and **must be submitted to MS. SHEILA O. PINEDA, BAC Secretariat Head** three (3) days upon signing the Purchase Order.

### III. BUDGET:

The Approved Budget for the Contract is **One Hundred Sixty-Eight Pesos (PHP 168,000.00)**, inclusive of all government taxes and charges.

The winning bid, however, shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of the bid does not exceed the above total budget.

### IV. PAYMENT PROCEDURE:

- Terms of payment to the winning bidder shall be in accordance with the government procedure (**monthly send bill arrangement**). Failure to comply with the terms and conditions of the contract will result in the payment of corresponding penalties and liquidated damages in the amount equal to ten percent (10%) of the contract price by the winning bidder.
- Full payment shall be made within thirty (30) working days upon delivery and acceptance of services provided.

### V. PROJECT OFFICER/CONTACT PERSON

Name: **MS. SHEILA PINEDA**  
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