



Republic of the Philippines  
**Benguet State University**

2601 La Trinidad, Benguet

www.bsu.edu.ph

Telefax No. (074) 661-1839; Email: procurement@bsu.edu.ph

**REQUEST FOR QUOTATION (RFQ)**

**(ALL ENTRIES ARE MANDATORY)**

Name of Business : \_\_\_\_\_ QUOTATION NO. 751  
 Address: \_\_\_\_\_ DATE: JUN 17 2024  
 Email address: \_\_\_\_\_ Telephone No. \_\_\_\_\_ P.R. NO.: 2024-03-510  
 ABC: Php. 304,000.00  
 FUND SOURCE: SP

The Benguet State University through its Bids and Awards Committee will undertake HP-SUP for the item/s listed below under the following terms and conditions:

- All entries must be written legibly and accurately.
- Delivery period is within 30 calendar days.
- Warranty period shall be for a minimum of three months, in case of expendable supplies, and a minimum of one year in case of non-expendable supplies from date of acceptance by the University.
- Price validity shall be for a period of 30 calendar days.
- Compliance with specifications: Kindly specify in the column provided below whether the offer fully complies with the specifications or a counter offer.
- Deadline of submission of quotation is on or before 5:00 PM of June 26 2024. Offers may be submitted in sealed or open quotation in person, or through facsimile (074-661-1839) or email (procurement@bsu.edu.ph)
- The item/s shall be procured by: \_\_\_\_\_ a) line item;  b) lot; \_\_\_\_\_ c) sub-lot
- Business Permit Number : \_\_\_\_\_, date of issue: \_\_\_\_\_, place of issue: \_\_\_\_\_, (If renewal of Business Permit is still on process, please indicate OR No: \_\_\_\_\_, date of OR : \_\_\_\_\_ for the payment of renewal).
- \* PhilGEPS Registration Number: \_\_\_\_\_

**SAMUEL S. POLIDEN**  
 Chairperson, BAC (Goods & Services)

College/Dept./Office: CORCAARRD

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	1	Subscription	Internet service for BSU CorCAARRD - New Research and Extension Building, Benguet State University, La Trinidad, Benguet: Up to 1,000 Mbps, symmetric connectivity (same upload & download 24/7), unlimited bandwidth, business/enterprise DSL, pure fiber, 1 default router, with 2 WiFi access points. Latency: Local: 1-10 ms, within Asia: 11-150 ms, world: 151-220 ms, Availability: 99.8% service availability. Refer to terms of reference (TOR) for further details.			212,000.00		
2	1	Subscription	Internet service for Agriculture Training Institute (ATI), BSU Compound, La Trinidad, Benguet: Up to 500 Mbps, symmetric connectivity (same upload & download 24/7), unlimited bandwidth, business/enterprise DSL, pure fiber, 1 default router, with 2 WiFi access points. Latency: Local: 1-10 ms, within Asia: 11-150 ms, world: 151-220 ms. Availability: 99.8% service availability. Refer to terms of reference (TOR) for further details.			92,000.00		
TOTAL						<b>304,000.00</b>		

Counter offers:

Delivery Period: \_\_\_\_\_  
 Warranty: \_\_\_\_\_  
 Price Validity: \_\_\_\_\_

We hereby submit our quotations, accept the general conditions for the above items and be bound by our offer.

\_\_\_\_\_  
 Signature over Printed Name

\_\_\_\_\_  
 Date and Time of Receipt of RFQ

\* Not a ground for disqualification for failure to indicate but required as a condition for award.


# Terms of Reference

## PROVISION OF INTERNET SERVICE TO THE RESEARCH AND EXTENSION BUILDING AND AGRICULTURE TRAINING INSTITUTE (ATI), BSU COMPOUND

Benguet State University

April 19, 2024

Prepared by:

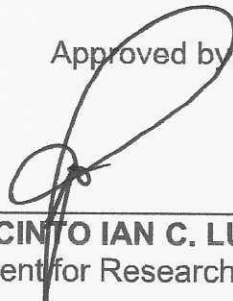


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**PAUL G. GARCIA JR.**

Project Leader/ICT Cluster Coordinator for CorCAARRD

Approved by:



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**ROSCINTO IAN C. LUMBRES**  
Vice President for Research and Extension

## I. Rationale

The 'Upscaling ICT Infrastructure of CorCAARRD' project, funded by PCAARRD addresses the critical need for improved internet connectivity among member agencies. This consortium for this project is composed of Abra State Institute of Science and Technology, Apayao State College, DA-Agricultural Training Institute-CAR, and Benguet State University, each playing a pivotal role in advancing research and development in agriculture.

One of the primary goals of the project is to foster collaborative research initiatives within the consortium. Recognizing the significance of seamless communication and data exchange, the enhancement of internet connectivity is crucial. This improvement ensures that researchers from diverse institutions can effectively collaborate, share findings, and contribute collectively to the evolution of research methodologies and agricultural practices.

Efficiency in data sharing and resource utilisation is another key aspect emphasized by the project. The increasingly digital nature of research demands swift and efficient data-sharing platforms. With enhanced internet connectivity, researchers can access shared databases, tools, and information promptly, eliminating delays and optimising the utilisation of resources.

The project also emphasizes the global perspective in research by providing member agencies improved access to international knowledge repositories, databases, and research publications. Strengthened internet connectivity empowers researchers to tap into global expertise, stay abreast of the latest developments, and integrate international best practices into their local research initiatives.

Improved internet service is anticipated to contribute significantly to innovation within the consortium. Access to online journals, participation in virtual conferences, and efficient literature reviews are facilitated by enhanced connectivity, leading to a more comprehensive understanding of respective fields. This, in turn, contributes to heightened research production and cultivates a culture of innovation among the member agencies.

In essence, the 'Upscaling ICT Infrastructure of CorCAARRD' project, through its emphasis on collaborative research, efficient data sharing, and global connectivity, envisions a consortium that is not only well-connected internally but also well-positioned to make substantial contributions to the advancement of agriculture and related fields. The investment in ICT infrastructure is a strategic move to support the consortium's mission and foster an environment conducive to continuous innovation and progress.

## II. Approved Budget for the Contract (ABC)

1. BSU CorCAARRD - New Research and Extension Building (P 212,000.00)
2. ATI-DA, BSU Compound (P 92,000.00)

## III. Scope of Work and Service

The bidder/service provider shall:

1. Deliver and install internet service and related equipment on the identified locations in part VI.2.
2. Provide a detailed work plan specifying installation design, detailed activities, and network diagram showing connectivity up to the university.

3. Provide the hardware, required bandwidth, terminations and other services for the service.
4. Ensure the maintenance and proper operation of the service.
5. Provide a single point of contact (SPOC) especially for accounts management and technical support.
6. Provide on-time billing online or via eMail.
7. Provide Service Level Agreement (SLA) which defines parameters of rebates for non-performance and others.
8. Conduct connectivity testing at any point in time as requested by the client.

#### **IV. Qualification Requirements**

The bidder/service provider:

1. Must be a telecommunication-grade provider that has a dedicated internet gateway service from customer direct to the global internet.
2. Must have the capacity and ability to provide local maintenance services and technical support.
3. Must have at least five (5) years as an internet service provider to different government agencies with a good track record.
4. The supplier differs from the current primary internet service provider to create a backup scenario.

#### **V. Technical Requirements**

1. Bidders must submit a work plan specifying installation design, detailed activity timeline, and connectivity diagram from last mile up to the end user premise.
2. Internet service specifications and technical requirements per location  
Areas:
  - a) BSU CorCAARRD - New Research and Extension Building, Benguet State University, La Trinidad, Benguet
    - Up to 1,000 Mbps, symmetric connectivity (same upload & download 24/7), unlimited bandwidth, business/enterprise DSL, pure fiber, 1 default router, with 2 WiFi access points.
    - Latency: Local: 1-10 ms, within Asia: 11-150 ms, world: 151-220 ms.
    - Availability: 99.8% service availability.
  - b) Agriculture Training Institute (ATI), BSU Compound, La Trinidad, Benguet
    - Up to 500 Mbps, symmetric connectivity (same upload & download 24/7), unlimited bandwidth, business/enterprise DSL, pure fiber, 1 default router, with 2 WiFi access points.
    - Latency: Local: 1-10 ms, within Asia: 11-150 ms, world: 151-220 ms.
    - Availability: 99.8% service availability.
3. The bidder/service provider must comply with the following service requirements:
  - a) Network: redundant uplinks, redundant national backhaul, redundant local loop up to the end-user.
  - b) Local field technical support teams must be within the region.
  - c) Within 1 hour and thirty minutes response time for emergency tickets i.e. link connection is down.
  - d) Availability of 24 hours x 7 days customer service support.
4. The end-user has the option to continue the subscription after the service duration without a lock-in period.

5. The end-user has the option to upgrade or downgrade the bandwidth with its corresponding billing charges.
6. The service account name and billing can be transferred to the end-user's organization after the contract period without additional charges.

#### **VI. Testing and Acceptance**

1. Upon installation, the connectivity will be tested for 2 working days free of charge. During this period, the connectivity shall be jointly tested for its compliance with the parameters provided in section IV.b.
2. There must be no interruption during the testing period except for natural or other causes that are out of the university and the service provider's control.
3. If any of the foregoing conditions are not met, the testing period shall be reset until all conditions are satisfied continuously for 2 working days.  
\* The billing shall commence after the successful test.

#### **VII. Contract Period**

The contract period is until February 28, 2025; however, it can be extended with the approval of an extension of the project duration by the funding agency, DOST-PCAARRD. The service provider shall continue to fulfil its duties in Part III. 4-8 while the contract is active.

#### **VIII. Rebates**

Provide industry standard Service Level Agreement (SLA) which shall carry a corresponding performance credit or rebate in favor of the end-user should any of the committed parameters are not met.

#### **IX. Billing and Payment Schedule**

1. One time payment/installation fee shall be made after the delivery, installation of equipment, service activation and successful testing of the service.
2. Monthly subscription service is paid on a monthly basis.
3. One time payment, if applicable, should not exceed 40% of the total bid cost.

— end —