



PURCHASE REQUEST

Date: 10 July 2023

PR No. **23-0038**

FORM 6

Item No.	Quantity	Unit	Item Description	Estimated Cost (Php)	Approved Budget for the Contract (Php)
	1	Lot	Supply and Delivery of Annual Subscription of Internal Firewalls for the GCG Main Office <i>Note: The winning bidder shall be subjected to the evaluation by the end-user after the implementation of the project.</i> <i>(please see attached Terms of Reference for details)</i> xxxxx Nothing Follows xxxxx	800,000.00	800,000.00
TOTAL:					800,000.00

Purpose: *To provide additional layer of cybersecurity protection for the GCG servers against threats from internal/insider malicious attacks.*

Requesting Party:

Approved by:

Signature:

Printed Name:

Mark Gregor M. Bencito
Information Technology Officer III

Designation:

Atty. Remus Romano A. Reyes
Head Executive Assistant, OCP

GCG Received by: *Meilba Moral*
FMD Receipt date: *18 July 2023*

GOVERNANCE COMMISSION
 ALLOTTED
 R.A. No. *11906*
 Fund Available (M) *100010001*
 Function Project *5029907001 - ICT SOFTWARE SUBSCRIPTION*



TERMS OF REFERENCE

ONE (1) LOT SUPPLY AND DELIVERY OF ANNUAL SUBSCRIPTION OF INTERNAL FIREWALLS FOR THE GOVERNANCE COMMISSION FOR GOCCs (GCG) MAIN OFFICE

1. LICENSE SUBSCRIPTION REQUIREMENTS

- 1.1. The bidder must provide annual renewal of license subscription of the existing internal firewalls for the GCG Main Office:
 - 1.1.1. Two (2) Sophos XG310 Xstream Protection with Network Protection, Web Protection, Email Protection and Web Server Protection.
- 1.2. The bidder must provide full-time support and managed services, without additional cost to the GCG, during the twelve (12) months subscription period as specified:
 - 1.2.1. twenty-four hours by seven days (24x7) service desk support via telephone, email or online chat portal;
 - 1.2.2. at least one (1) hour response time upon receipt of issue escalation and four (4) hours for onsite support, if necessary
 - 1.2.3. if the problem was not resolved by service desk support, the bidder must provide an onsite technical support.
 - 1.2.4. procedures on support and issue escalation; and
 - 1.2.5. service report every after the onsite support.
- 1.3. The bidder must submit a certification issued by the product manufacturer or solution provider that they are a certified partner and able to extend direct technical support to end-user for the product being offered.

2. BUDGET REQUIREMENTS

- 2.1. The budget for One (1) Lot Supply and Delivery of Annual Subscription of Internal Firewalls for the GCG Main Office is Eight Hundred Thousand Pesos Only (₱800,000.00).

3. TERMS OF PAYMENT

- 3.1. The payment shall be made on a one-time basis after the delivery and activation of the required license subscriptions.
- 3.2. Provided further that payment shall be made at least within twenty (20) working days upon receipt of complete documents such as billing statement/statement of account, and other pertinent documents.

4. CONFIDENTIALITY

- 4.1. Information or rights acquired and obtained from the GCG, including but not limited to any and all obligations prior to the termination or expiration hereof

and provisions on confidentiality and proprietary rights, will remain in effect after termination of the services rendered to the GCG. Hence, the undertaking of the bidder not to disclose and to keep information confidential shall subsist even after the expiration or termination of its obligation to the GCG nor can the bidder, at any time, disclose items mentioned or enumerated in Section 4.2 or any information it acquires by virtue of the contract which the GCG deems confidential.

- 4.2. Records, documents, reports, and relevant data, such as diagrams, plans, designs, estimates, specifications and other supporting records of materials compiled and prepared in the courses of the performance of the services shall be absolute properties of GCG and shall not be used by the bidder for purposes not related to this agreement without prior written approval of GCG. Copies of such documents as required in this TOR shall be turned over to GCG upon completion of the project except that the bidder shall have the right to retain a copy of the same.

5. DELIVERY AND IMPLEMENTATION SCHEDULE

- 5.1. The delivery of required annual license subscriptions must be completed within thirty (30) calendar days from the receipt of the Notice to Proceed.
- 5.2. The bidder shall be subjected to the evaluation by the end-user after the services have been rendered.