



8 November 2025

REQUEST FOR QUOTATION

[Project ID No. LRABAC-SVP-2025-24 under SPP ICT-2025-04]

Please quote your Company's lowest price/offer in a **SEALED ENVELOPE** for the **Small Value Procurement** for the **Subscription of Twelve (12) Zoom Application Licenses for One (1) Year** with the following specifications:

Meeting Features:

- HD video and audio with support to up to 100 video participant for Small Meetings and up 500 video participants for Large Meetings;

9 Licenses	Pro (up to 100 participants)
3 Licenses	Pro (up to 100 participants) with Add-On to meet Large Meeting Requirement (up to 500 participants)

- Full HD video in a conference if required and enabled by product support;
- Simultaneous Screen Share: Multiple participants can share their screens simultaneously and co-annotate for a more interactive meeting;
- Virtual Background;
- Telephone call-in;
- Personal meeting ID;
- Private and group in-meeting chat;
- Breakout Rooms;
- Whiteboarding;
- Host controls;
- Non-verbal communication options such as raising hand;
- Screen share any iPad/iPhone app;
- End-of-meeting experience feedback survey;
- Skype for Business (Lync) interoperability;
- Chrome & Outlook plug-ins;
- Calendar integration with Google calendar, on premise Exchange, O365

Recording Features

- Support of both cloud and local recording: either or both options can be disabled based on customer's security requirement;
- Recording transcripts for cloud recordings;
- Searchable transcripts;
- Flexibility to record shared screen with gallery view, speaker view or both;
- On-demand recording sharing and recording protection with access control

Reporting & Dashboard features:

- Dashboard and reporting to allow administrators to view information ranging from overall usage to live in-meetings data;
- Daily updated dashboard displaying active users, meeting/CRC/webinar storage utilizations, top users, top locations, meeting utilization trend, meeting utilization by devices, and feedbacks;



- **Live/Real-time meeting and troubleshooting capability:** Administrator can see meeting details of live meeting which includes participant's device, IP address, location, network type, mic, speaker, camera, connected Data Center, connection type, and CPU utilization. It also shows bitrate, latency, jitter, and packet loss or audio/video/screen sharing in line with graph. The administrator join the meeting as an assistant can access meeting as an assistant if live troubleshooting is required;
- **Past meeting reporting and troubleshooting capability:** Administrator can access meeting details highlighted above even for the past meetings.

Subject to the submission of the following requirements:

- 1) Photocopy of Mayor's/Business Permit;
- 2) Photocopy of PhilGEPS Registration Number;
- 3) Original Copy of Notarized Omnibus Sworn Statement: See attached Annex "A"
- 4) Price Quotation Form with Compliance to Specification: See attached Annex "B"

IMPORTANT TERMS AND CONDITIONS

1. All quotations submitted to this Authority are considered an offer. In the event that the quotation is accepted, a PURCHASE ORDER shall be placed with the Company offering the most advantageous terms to this Authority;
2. Delivery and activation of the Zoom license subscription shall be **within fourteen (14) calendar days** upon receipt of the Purchase Order.
3. Goods supplied and delivered are subject to inspection and acceptance. Return/Exchange of non-conforming product(s) applies;
4. Price Validity shall be for a period of ninety (90) calendar days;
5. Payment will be on a No Down Payment and in a send Bill Arrangement. Full payment will be made after the completion of the event or delivery of the items/service;
6. Price quotations shall be inclusive of all costs and applicable taxes (i.e. bank charges, VAT, other charges, etc.); and,
7. Full Payment shall be through bank transaction preferably with Landbank account, otherwise the bank charges shall be included in the quotation.
8. This Authority reserves the right to reject any or all offers and may only accept such offers it may consider most economical and most advantageous to the Government.

9. Deadline of the submission for this Request for Quotation is **on or before 9:00 AM of 12 November 2025**, through:
- a) **EUNALIZE E. ZAPANTA**
BAC Secretariat Member
Room 307, Office of the BAC for Infrastructure and Non-Infrastructure
Mobile No. 0930-1160454
10. APPROVED BUDGET for the CONTRACT (ABC): A total of **Two Hundred Eighty Thousand Eight Hundred Pesos (Php 280,800.00)**, VAT Inclusive.



ATTY. JAMES BENEDICT R. GUTIERREZ
Chairperson, Bids and Awards Committee

Omnibus Sworn Statement Form

[Note: The duly accomplished form shall be submitted with the Bid]

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

OMNIBUS SWORN STATEMENT

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

1. *Select one, delete the others:*

- *If sole proprietorship:* I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;
- *If 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]*;
- *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* I am the individual consultant or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

2. *Select one, delete the others:*

- *If 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 *[Project Title]* of the *[Name of the Procuring Entity]* *[insert "as supported by the attached duly notarized Special Power of Attorney" for authorized representative]*;
- *If 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 *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable;
- *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* As the individual consultant 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 *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney *for authorized representative*;

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; by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity;

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 others:*
 - *If sole proprietorship :* The *[Name of Bidder]* and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
 - *If partnership :* The partnership itself and the partners of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
 - *If cooperative:* The cooperative itself and members of the board of directors, general manager, or chief executive officer of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
 - *If corporation, or joint venture:* The corporation or joint venture itself, and officers, directors, controlling stockholders and beneficial owners of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
 - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* The individual consultant and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
7. It is understood that failure to faithfully disclose its relationship with the Head of the Procuring Entity, members of the BAC, the TWG, and the BAC Secretariat, the head of the PMO or the end-user unit or implementing unit, and the project consultants of the Procuring Entity, or of the procurement agent by consanguinity or affinity up to the third civil degree, as well as its submission of beneficial

ownership information containing false entries shall be subject to blacklisting under Section 100 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009, without prejudice to criminal and civil liabilities under applicable laws, including their accessory penalties, if any.

Select one, delete the rest:

- *In case of corporations:* [Name of Bidder] declares its beneficial ownership information consistent with its updated General Information Sheet or Beneficial Ownership Declaration Form or any other document duly submitted to the SEC and has maintained a valid and updated file therein in compliance with Sections 20.2.9.1, 81, and 82 of the IRR of RA No. 12009.
 - *In case of Foreign Bidders:* [Name of Bidder] submitted an appropriate equivalent document in English issued by the country of the bidder concerned in accordance with Section 20.2.9.2 of the IRR of RA No. 12009.
8. [Name of Bidder] complies with existing labor laws and standards; and
9. [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 [Project Title].
10. [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.
11. In case advance payment was made or given to [Name of Bidder], failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability under existing laws.

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

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]

[Affiant's Signature over Printed Name]

[Position/Designation]

[Date]

JURAT

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. _____.

WITNESS MY HAND AND SEAL this __day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Notarial Commission No. _____

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 _____.

**PRICE QUOTATION FORM AND COMPLIANCE
TO THE TECHNICAL SPECIFICATION**

Date

Chairman, BAC-PGSM
Land Registration Authority
LRA Building, East Avenue corner NIA Road
Diliman, Quezon City

Sir:

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

Name of Project	Specifications	Qty.	Total Price (VAT inclusive)				
Subscription of Twelve (12) Zoom Application Licenses for One (1) Year	<p><u>Meeting Features:</u></p> <ul style="list-style-type: none"> ● HD video and audio with support to up to 100 video participant for Small Meetings and up 500 video participants for Large Meetings; <table border="1" data-bbox="464 1290 1000 1664"> <tr> <td data-bbox="464 1290 656 1402">9 Licenses</td> <td data-bbox="656 1290 1000 1402">Pro (up to 100 participants)</td> </tr> <tr> <td data-bbox="464 1402 656 1664">3 Licenses</td> <td data-bbox="656 1402 1000 1664">Pro (up to 100 participants) with Add-On to meet Large Meeting Requirement (up to 500 participants)</td> </tr> </table> <ul style="list-style-type: none"> ● Full HD video in a conference if required and enabled by product support; ● Simultaneous Screen Share: Multiple participants can share their screens simultaneously and co-annotate for a more interactive meeting; ● Virtual Background; ● Telephone call-in; ● Personal meeting ID; ● Private and group in-meeting chat; ● Breakout Rooms; ● Whiteboarding; ● Host controls; 	9 Licenses	Pro (up to 100 participants)	3 Licenses	Pro (up to 100 participants) with Add-On to meet Large Meeting Requirement (up to 500 participants)	<p align="center">9 Licenses</p> <p align="center">3 Licenses</p>	
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Note: Please specify Cost Per Unit.

(Amount in Words)

I hereby complied with the above technical specification.

Name/Signature of Representative

Name of Company

Contact No.