

CONTRACT

THIS AGREEMENT number **2020-006** made on **SEP 24 2020** 2020, between **Public-Private Partnership Center of the Philippines** (hereinafter the Purchaser) on the one part and **First Data Corporation** (hereinafter the Supplier) on the other part.

WHEREAS the Purchaser has requested a quotation for the **Provision of Cloud-Based, Enterprise-Wide, Productivity Applications and Related Technical Support** to be supplied by the Supplier, viz. Contract for the Provision of Cloud-Based, Enterprise-Wide, Productivity Applications and Related Technical Support (hereinafter Contract) and has accepted the bid by the Supplier for the supply of goods under the Contract for the sum of **Two Million One Hundred Fifty-Four Thousand Pesos (PhP2,154,000.00)**, (hereinafter Contract Price).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. The following documents shall be deemed to form and be read and construed as part of this agreement, viz:
 - a. Request for Quotation;
 - b. Terms and Conditions of Supply;
 - c. Terms of Reference/Technical Specifications;
 - d. SBAC Bid Bulletin No. 1 dated August 7, 2020
2. Taking into account payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby concludes an agreement with the Purchaser to execute and complete the supply of goods under the Contract and to remedy any defects therein in conformity with the provisions of the Contract.
3. The Purchaser hereby covenants to pay the Contract Price, in consideration of the acceptance of Contract, for the supply and delivery of the goods and remediation of defects therein in accordance with Payment Conditions prescribed by the Contract.

IN WITNESS whereof the parties hereto have executed the Contract under the laws of the Philippines on the date indicated above.

Signature and seal of the Purchaser:
FOR AND BEHALF OF

Signature and seal of the Supplier:
FOR AND BEHALF OF

**PUBLIC-PRIVATE PARTNERSHIP CENTER
OF THE PHILIPPINES**

FIRST DATA CORPORATION

Ferdinand Pecson

FERDINAND A. PECSON †
Undersecretary and Executive Director

Karen C. Gamantoy

KAREN C. GAMANTOY
Account Manager

DOC. NO. 304
PAGE NO. 62
BOOK NO. XX
SERIES OF 2020

NOTARY PUBLIC FOR MAKATI CITY
UNTIL DECEMBER 31, 2020
*TR. NO. 7333-104/01-03-2019 MAKATI
IBP NO 656155 LIFETIME MEMBER
APPT. NO. M104/2017/ROLL NO. 4009
MCLE COMPLIANCE NO. V-0006934
GROUND FLOOR 8747 PASEO DE
ROXAS, LEPANTO BLDG

**SHOPPING FOR GOODS
REQUEST FOR QUOTATION**

Project Title Strengthening Public Private Partnerships in the Philippines
(45515-001)
Source of Funding ADB TA 7796-PHI
Contract Ref: _____ Date of Issue of Request: July 30, 2020

To: **MS. KAREN C. CAMANTOY**
Account Manager
First Data Corporation
3/F Citibank Center
8741 Paseo de Roxas Makati City Hills,
Philippines

Sir/Madam:

1. The **Public-Private Partnership Center** (Purchaser) hereby requests you to submit price quotation for the:

1. Provision of cloud-based, enterprise-wide, productivity applications and related technical support (One-year subscription for 200 users)

If you, however, have been associated with the firm/consultant that prepared the design and specifications of the contract subject of this procurement, you shall be disqualified.

To assist you in the preparation of quotation, we enclose the necessary technical specifications and required quantities.

2. You must quote for all the items under this request. Price quotations will be evaluated for all the items together and contracts will be awarded to the firm offering the lowest evaluated total cost of all the items.
3. Your price quotation on the form attached may be submitted by facsimile or electronically to the email address:

Email Address ADB.Procurement@ppp.gov.ph

4. Your quotation in duplicate and written in **English** should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information (in English language) for each item quoted, including names and addresses of firms providing after-sales service facilities in the **Philippines**.
5. The deadline for receipt of your quotation(s) by the Purchaser at the address indicated in Paragraph 3 is: **August 7, 2020**.

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6. You shall submit only one set of quotations for the above item. Your quotation must be typed or written in indelible ink and shall be signed by you or your authorized representative. Without a signature, your quotation will not be considered further.
7. Your quotation should be submitted as per the following instructions and in accordance with the attached Contract. The attached Terms and Conditions of Supply is an integral part of the Contract.

(i) **PRICES:** The prices should be quoted for supply and delivery to **8th Floor, PPP Center, Cyberpod One, Eton Centris, Brgy. Pinyahan, EDSA, Quezon City, Philippines.** Prices shall be quoted in the currency of the Purchaser.

(ii) **EVALUATION OF QUOTATIONS:** Offers determined to be substantially responsive to the technical specifications will be evaluated by comparing their prices. An offer is not substantially responsive if it contains material deviations or reservations to the terms, conditions, and specifications in this Request for Quotation, and it will not be considered further. The Purchaser will evaluate and compare only the quotations determined to be substantially responsive. In evaluating the quotations, the Purchaser will adjust for any arithmetical errors as follows:

- (a) if there is a discrepancy between amounts in figures and in words, the amount in words will govern;
- (b) if there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;
- (c) if a Supplier refuses to accept the correction, the quotation will be rejected.

In addition to the quoted price, the evaluated price shall include value-added tax (VAT) or its equivalent in the **Philippines.**

(iii) **AWARD OF PURCHASE ORDER.** The award will be made to the bidder offering the lowest evaluated price that meets the required standards of technical and financial capabilities. The successful bidder will sign the Contract as per attached form of contract and terms and conditions of supply.

(iv) **VALIDITY OF THE OFFER:** Your quotation(s) should be valid for a period of thirty (30) days from the deadline for receipt of quotation(s) indicated in Paragraph 5 of this Request for Quotation.

(v) If you withdraw your quotation during the validity period and/or refuse to accept the award of contract when and if awarded, you will be excluded from the list of suppliers for the project for 2 years.

8. Further information can be obtained from:

Special Bids and Awards Committee Secretariat
Public-Private Partnership Center
Telephone: (632) 8709.4146 local 8402
Fax: (632) 8929.3971
Email: ADB.Procurement@ppp.gov.ph

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9. The bidder whose quotation has been accepted will be notified of the award of contract through the Letter of Acceptance issued by the Purchaser within fifteen (15) days from the date of submission of quotation.
10. The Purchaser intends to apply funds from the Asian Development Bank (ADB) for eligible payments under the Purchase Order resulting from this Request for Quotation.
11. Under the ADB Anticorruption Policy, bidders shall observe the highest standard of ethics during the procurement and execution of contracts. ADB will reject a proposal for award and will impose sanctions on parties involved if it determines that the bidder recommended for award or any other party has engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. At the time of submission of your quotation, you should not be on the ADB sanction list.
12. Please confirm by fax/email the receipt of this request and whether or not you will submit the price quotation(s).

Sincerely,

Concordia Digitally signed by
Feroisa Concordia Feroisa
Francisca Talaue Date: 2020.07.30 06:37:42
Francisca Talaue 4 08100

FEROISA FRANCISCA T. CONCORDIA
Chairperson
Special Bids and Awards Committee
Public-Private Partnership Center

(Purchaser)



TERMS AND CONDITIONS OF SUPPLY
FOR THE PROVISION OF CLOUD-BASED, ENTERPRISE-WIDE, PRODUCTIVITY
APPLICATIONS AND RELATED TECHNICAL SUPPORT

Project Name: **Strengthening PPP in the Philippines (45515-001)**
Purchaser: **Public-Private Partnership Center of the Philippines**

1. Schedules for Supply

Item No.	Quantity	Delivery Time
1	200 user licenses for one (1) Year Cloud-based, Enterprise-wide, Productivity Applications and Related Technical Support	Within thirty (30) days upon contract signing

2. Fixed Price: The prices indicated above are firm and fixed and not subject to any adjustment during contract performance.
3. Delivery Schedule: The delivery should be completed as per above schedule.
4. Insurance: The goods supplied under the Contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery. The insurance shall be in an amount equal to 110% of the above value of goods on an "all risks" basis.
5. Applicable Law: The Contract shall be interpreted in accordance with the laws of the Purchaser's country.
6. Resolution of Disputes: The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute between them under or in connection with the Contract. In the case of a dispute between the Purchaser and the Supplier, the dispute shall be settled in accordance with the provisions of **R.A. 876, otherwise known as the "Arbitration Law" and R.A. 9285, otherwise known as the "Alternative Dispute Resolution Act of 2004."**
7. Delivery and Documents: Upon delivery/shipment, the Supplier shall provide the following documents to the Purchaser:
 - (i) Copies of the Supplier's invoice showing goods' description, quantity, unit price, and total amount;
 - (ii) Manufacturer's or supplier's warranty certificate; and
 - (iii) Certificate of origin.

If goods are coming by courier, the Supplier shall also provide prior to delivery copies of documents that will enable Purchaser to receive the goods. The above documents shall be received by the Purchaser at least 1 week before the arrival of the goods and if not received, the Supplier shall be responsible for any consequent expenses.

8. Payment: Full payment of the contract price shall be made upon issuance of **Certificate of Acceptance and Completion** of the delivered goods by the Purchaser on site in



12.2 Specific details and technical standards

Item No.	Quantity	Specifications
1	1 Lot comprising of 200 licenses	<p>One (1) Year Cloud-based, Enterprise-wide, Productivity Applications described as follows:</p> <p>I. <u>Must at least have the following five applications:</u></p> <p>1. Email System with the following features:</p> <ul style="list-style-type: none"> 1.1. Primary web-based access to email via HTTPS 1.2. Regular and encrypted POP3/IMAP access via desktop and mobile client applications 1.3. All clients shall implement the following features: <ul style="list-style-type: none"> 1.3.1. Stores contacts database 1.3.2. What You See Is What You Get (WYSIWYG) text editor 1.3.3. Supports multiple mailboxes/folders/public folders 1.3.4. Instant previews of attachments office files, PDFs, images, etc. 1.3.5. User configurable filtering/labeling/ tagging of emails 1.3.6. Advanced email search 1.3.7. Implements email signatures 1.3.8. Mailbox import and export 1.4. Outbound email service should have the following: <ul style="list-style-type: none"> 1.4.1. Supports regular and encrypted SMTP 1.4.2. Provides configurable and secure relay host services 1.4.3. Allows bulk outbound email sending with at least a daily minimum limit of 5,000 emails 1.4.4. Configurable outbound email filtering (spam and malware detection) 1.4.5. Supports mail scheduler or delay delivery options 1.5. Inbound email service should have the following features: <ul style="list-style-type: none"> 1.5.1. Provide protection against spam emails, fraudulent email threats (phishing) and malware and only legitimate emails to get through. However, the service should also provide the ability to review blocked emails to determine if these are legitimate and if so, to manually allow these to get through 1.5.2. Supports email address aliasing and forwarding 1.5.3. Implements mailing list or group email address 1.5.4. Supports regular and encrypted SMTP 1.5.5. User configurable auto-reply/out-of-office/vacation function

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		<p>1.5.6. Supports setting up rules for how incoming messages will be handled</p> <p>1.6. Support for bulk import and creation of email accounts</p> <p>1.7. Support for archiving, export, and download of user mail boxes</p> <p>1.8. Implements Threat Management Module with Advanced Threat Protection (safe attachments, safe links, anti-phishing protection, safe attachments for SharePoint and cloud storage, real-time detections)</p> <p>1.9. Email Archiving</p> <p>2. Word Processing application</p> <p>3. Spreadsheet application</p> <p>4. Presentation application</p> <p>5. Collaboration application that includes the following:</p> <p>5.1. Messaging</p> <p>5.2. Team meetings which can accommodate at least 200 participants</p> <p>5.3. Team calendar</p> <p>5.4. Team task management</p> <p>5.5. Document sharing</p> <p><u>II. Must at least have the following functionalities:</u></p> <p>1. File storage that allows file sharing</p> <p>2. Can be used for both desktop and mobile devices</p> <p>3. Can read, edit documents of the PPP Center that are formatted as MS Word, Excel or PowerPoint for both desktop and web-based application</p> <p>4. Can save documents in the formats that the PPP Center uses - MS Word, Excel and PowerPoint.</p> <p>5. Can provide a centralized administration portal that implements license distribution to users</p>
		<p><u>III. Must have at least the following security features:</u></p> <p>1. Has secured web-based system configuration and user management control panel</p> <p>2. Supports Multi-factor Authentication (MFA)</p> <p>3. Connects with the existing PPPC Active Directory Single Sign On (SSO) system for user account configuration, management, and authentication</p> <p>4. Implements General Data Protection Regulation (GDPR) Module</p> <p>5. Implements message trace</p> <p>6. Implements Information Protection</p> <p>7. Must be secure, resilient, and reliable with not less than 99.9% uptime performance</p>

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	Technical Support	<ol style="list-style-type: none"> 1. Provision, configuration, maintenance, and support for the cloud-based, enterprise-wide applications for a period of one (1) year 2. Configuration and maintenance of the following email security settings: <ol style="list-style-type: none"> a. Sender Policy Framework (SPF) records b. Domain-based Message Authentication, Reporting and Conformance (DMARC) c. Domain Keys Identified Mail (DKIM) 3. Provide basic systems configuration, administration, and maintenance for all applications 4. Provide 8 x 5 technical support through telephone, email and/or chat with a maximum response time of two (2) hours from the posting/submission of support request 5. Provide training sessions: <ol style="list-style-type: none"> a. Administrators training for a maximum of six (6) IT personnel with maximum duration of eight (8) hours. b. Three (3) training sessions with maximum of 30 participants for each session with maximum duration of eight (8) hours. c. Maybe conducted face-to-face or online as determine by the PPP Center. In case of face-to-face, the venue will be at the PPP Center office. 6. Submit manuals, tutorials, training materials, and other documentation 7. Update each application to the most recent version
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The Supplier confirms compliance with above specifications [Note: In case of deviations, the Supplier should list all of them.]

13. Failure to Perform: The Purchaser may cancel the agreement if the Supplier fails to deliver the goods in accordance with the above terms and conditions in spite of a 14-day notice given by the Purchaser without incurring any liability to the Supplier.

NAME OF SUPPLIER : FIRST DATA CORP
Authorized Signature : KAREN V. CAMANTOY
Place : MAKATI CITY
Date : SEPTEMBER 22, 2020

**TERMS OF REFERENCE
FOR THE
PROVISION OF CLOUD-BASED, ENTERPRISE-WIDE, PRODUCTIVITY APPLICATIONS
AND RELATED TECHNICAL SUPPORT**

I. RATIONALE

The PPP Center relies heavily on various office productivity applications to perform critical tasks and to engage with, or provide assistance to, its customers. The demand for collaborative engagement with customers has increased with the launch of the local PPP strategy that caters to numerous and geographically dispersed local government units. On the other hand, the Covid-19 crisis has made social distancing, work-at-home arrangements and the conduct of online meetings the new norm.

II. OBJECTIVE

The project aims to provide the PPP Center with the tools that will enable it to maintain high levels of productivity and customer engagement as it pursues its local PPP strategy even under the new norm. Those tools shall enable PPP Center employees to use office applications, conduct meetings and conferences, share information and manage projects anywhere there is an internet connection. The project shall also enable the PPP Center to manage system and data security, and business continuity risks using state-of-the art but continuously improving technologies without having to directly manage their maintenance and upgrade.

III. TECHNICAL SPECIFICATIONS

Item No.	Quantity	Specifications	Compliance
1	1 Lot comprising of 200 licenses	<p>One (1) Year Cloud-based, Enterprise-wide, Productivity Applications described as follows:</p> <p>I. <u>Must at least have the following five applications:</u></p> <p>1. Email System with the following features:</p> <p>1.1 Primary web-based access to email via HTTPS</p> <p>1.2 Regular and encrypted POP3/IMAP access via desktop and mobile client applications</p> <p>1.3 All clients shall implement the following features:</p> <p>1.3.1 Stores contacts database</p> <p>1.3.2 What You See Is What You Get (WYSIWYG) text editor</p> <p>1.3.3 Supports multiple mailboxes/folders/public folders</p>	

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		<ul style="list-style-type: none"> 1.3.4 Instant previews of attachments office files, PDFs, images, etc. 1.3.5 User configurable filtering/labeling/tagging of emails 1.3.6 Advanced email search 1.3.7 Implements email signatures 1.3.8 Mailbox import and export <p>1.4 Outbound email service should have the following:</p> <ul style="list-style-type: none"> 1.4.1 Supports regular and encrypted SMTP 1.4.2 Provides configurable and secure relay host services 1.4.3 Allows bulk outbound email sending with at least a daily minimum limit of 5,000 emails 1.4.4 Configurable outbound email filtering (spam and malware detection) 1.4.5 Supports mail scheduler or delay delivery options <p>1.5 Inbound email service should have the following features:</p> <ul style="list-style-type: none"> 1.5.1 Provide protection against spam emails, fraudulent email threats (phishing) and malware and only legitimate emails to get through. However, the service should also provide the ability to review blocked emails to determine if these are legitimate and if so, to manually allow these to get through 1.5.2 Supports email address aliasing and forwarding 1.5.3 Implements mailing list or group email address 1.5.4 Supports regular and encrypted SMTP 1.5.5 User configurable auto-reply/out-of-office/vacation function 1.5.6 Supports setting up rules for how incoming messages will be handled <p>1.6 Support for bulk import and creation of email accounts</p> <p>1.7 Support for archiving, export, and download of user mail boxes</p>	
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		<p>1.8 Implements Threat Management Module with Advanced Threat Protection (safe attachments, safe links, anti-phishing protection, safe attachments for SharePoint and cloud storage, real-time detections)</p> <p>1.9 Email Archiving</p> <p>2. Word Processing application</p> <p>3. Spreadsheet application</p> <p>4. Presentation application</p> <p>5. Collaboration application that includes the following:</p> <p>5.1 Messaging</p> <p>5.2 Team meetings which can accommodate at least 200 participants</p> <p>5.3 Team calendar</p> <p>5.4 Team task management</p> <p>5.5 Document sharing</p> <p>II. <u>Must at least have the following functionalities:</u></p> <p>1. File storage that allows file sharing</p> <p>2. Can be used for both desktop and mobile devices</p> <p>3. Can read, edit documents of the PPP Center that are formatted as MS Word, Excel or PowerPoint for both desktop and web-based application</p> <p>4. Can save documents in the formats that the PPP Center uses - MS Word, Excel and PowerPoint.</p> <p>5. Can provide a centralized administration portal that implements license distribution to users</p>	
		<p>III. <u>Must have at least the following security features:</u></p> <p>1. Has secured web-based system configuration and user management control panel</p> <p>2. Supports Multi-factor Authentication (MFA)</p> <p>3. Connects with the existing PPPC Active Directory Single Sign On (SSO) system for user account configuration, management, and authentication</p> <p>4. Implements General Data Protection Regulation (GDPR) Module</p> <p>5. Implements message trace</p> <p>6. Implements Information Protection</p> <p>7. Must be secure, resilient, and reliable with not less than 99.9% uptime performance</p>	

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	Technical Support	<ol style="list-style-type: none"> 1. Provision, configuration, maintenance, and support for the cloud-based, enterprise-wide applications for a period of one (1) year 2. Configuration and maintenance of the following email security settings: <ol style="list-style-type: none"> 2.1 Sender Policy Framework (SPF) records 2.2 Domain-based Message Authentication, Reporting and Conformance (DMARC) 2.3 Domain Keys Identified Mail (DKIM) 3. Provide basic systems configuration, administration, and maintenance for all applications 4. Provide 8 x 5 technical support through telephone, email and/or chat with a maximum response time of two (2) hours from the posting/submission of support request 5. Provide training sessions: <ol style="list-style-type: none"> 5.1 Administrators training for a maximum of six (6) IT personnel with maximum duration of eight (8) hours. 5.2 Three (3) training sessions with maximum of 30 participants for each session with maximum duration of eight (8) hours. 5.3 Maybe conducted face-to-face or online as determine by the PPP Center. In case of face-to-face, the venue will be at the PPP Center office. 6. Submit manuals, tutorials, training materials, and other documentation 7. Update each application to the most recent version 	
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IV. QUALIFICATION REQUIREMENTS

Proposals will be evaluated in accordance with the following criteria:

1. The bidder should meet the following minimum company qualifications:

Item Number	Qualifications
1	The Service Provider should be an established ICT Company for at least 5 years. (SEC or DTI Certification) – Attachment A
2	Must be an Authorized Reseller, Partner or Dealer of the Original Product Manufacturer. Corresponding Certificates – Attachment B
3	Must have certified personnel or equivalent in handling the project. Corresponding Certificates- - Attachment C

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4	Bidders should submit copies of Client's Satisfactory Certificates or equivalent certificates from at least three (3) clients for the last five (5) years for similar projects. (Attachment D)
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2. Technical Requirements. The bidder must comply with the minimum technical specifications as outlined in Section III hereof.

V. CONFIDENTIALITY OF DATA

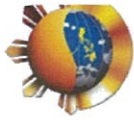
1. All personnel who will enter the PPP Center premises will be required to sign a Non-Disclosure Agreement (NDA).
2. All servers, disks, databases, applications, technical specifications, technical and non-technical materials, server inventories, network diagrams, addresses, codes, programs, configurations, setup, licenses, work plans, letters and all other papers and records (in whatever form stored or recorded) pertaining to the services provided to the PPP Center shall be the property of the PPP Center.

VI. RESPONSIBILITY OF THE PPP CENTER

1. Provide assistance to the supplier in setting up cloud email system, testing to all users of the PPP Center and other features and application setup.
2. Provide Service Provider with information needed in transitioning from existing email system to cloud.
3. Provide Service Provider access to general work area, data centers, and systems that may need to be integrated with the proposed solution.
4. Provide Internet and E-mail access to the Service Provider in the work area in accomplishing their deliverables
5. Provide configuration data to DNS, firewall, MX Records, LAN, WAN through the assistance of the supplier.

VII. PAYMENT SCHEME

Full payment of the contract price shall be made upon issuance of **Certificate of Acceptance and Completion** of the delivered goods by the Purchaser in accordance with the contract, and upon submission by the Supplier of its request for payment (accompanied by invoice, etc.).



BID BULLETIN NO. 1

RFQ-2020-07-019

Provision of Cloud-based, Enterprise-wide, Productivity Applications and Related Technical Support (One-year Subscription for 200 Users)

This Bid Bulletin for the Provision of Cloud-based, Enterprise-wide, Productivity Applications and Related Technical Support is issued in response to the additional clarifications from the prospective suppliers:

Query	PPPC's Response
1. Do you plan to migrate your current mail system?	No. The PPP Center (PPPC) will not migrate the current mail system.
2. What is the version of your current mail system and who manages it?	On-premise Microsoft Exchange 2013
3. Will this be residing in a virtual machine or physical server?	The existing email system resides in a virtual machine
4. How many user/mailboxes are planned to be migrated	None.
5. What is the protocol enabled in your mail system?	POP, IMAP, Active Sync
6. What domain name will be used?	ppp.gov.ph
7. What objects do you want to migrate, calendar, contacts, emails?	None.
8. Please specify your DNS registrar	Government DNS (.gov.ph)
9. Can you input DNS Records in your DNS Registrar?	Yes.
10. How do you access your email?	We access the email through email client (Outlook 2016), Active Sync, web-based access (OWA)
11. Who will be responsible on the installation of Office Applications? We advised you to check the hardware requirements.	PPPC does not require subscription licenses for office productivity applications (i.e. word processing, spreadsheet, presentation) to be installed. However, the proposed enterprise-wide, the said productivity applications must be compatible with the existing Office applications currently being used.
12. On <i>Advanced Threat Protection</i> , do you want to implement the recommended settings of	Yes.

Advanced Threat Protection in your organization?	
13. On "Connects with the existing PPPC Active Directory Single Sign On (SSO) system for user account configuration, management, and authentication", the Single Sign-On you mean on this, is the features of Cloud-based Active Directory?	Yes. PPPC has an operational Active Directory which should be sync to cloud directory server.
14. Who will be responsible to implement Active Directory Connect with Single Sign-On in your organization? Do you have available physical server or virtual machine that has Windows Server 2019 Standard to install Active Directory Connect?	The Supplier will be responsible in the implementation. We have existing Virtual machines, windows 2012 R2 for directory services.
15. What is the operating system and version of your Microsoft Active Directory?	Microsoft Server Operating System 2012 R2
16. Please specify if it is configured with High Availability. How many Domain Controllers?	Yes. Two domain controllers
17. Are the domain controller/s in 1 location only or have in other branches?	Yes, in one location only.
18. What are the project timelines?	It should be implemented within 30 days as stated in the Terms and Conditions of Supply.
19. Should the Supplier implement the email signatures policy?	The email signature policy might implement later with the assistance of the Supplier.
20. In mailing list or group email address, how many group/s will create?	The PPPC has less than 100 mailing list that will be initially created.
21. Should the Supplier implement the Multi-Factor Authentication (MFA) to all users?	Yes, MFA will be implemented to all users. The Supplier will implement a number of users and shall train the PPPC administrators to implement the MFA to the rest of the users.
22. How many users that we will enable the MFA?	200 users
23. In General Data Protection Regulation (GDPR Module), what are the policies that we need to implement? Please provide all the policies that are related in the GDPR for us to check if it is possible to implement.	Standard GDPR Policies

24. In Message Trace, what do you want to implement? Please elaborate	The email system must have Incoming and outgoing Message tracking /tracing features.
25. In Information Protection, what is the kind of labeling and protection that you want to implement? Please provide all the policies that you want to be implemented, for us to check if it is possible to implement using Information Protection.	The labeling and protection will be discussed with the Supplier during implementation. The Supplier will assist PPC as part of the its technical services.
26. On the "Allows bulk outbound email sending with at least a daily minimum limit of 5,000 emails", did you mean that in one email, you have 5,000 recipients? Or you want to send up to 5,000 emails daily?	It means sending email up to 5,000 emails daily.
27. On the Email Archiving, did you mean the Email Online Archiving?	Yes, it is an Email Online Archiving. This is an add-on functionality.
28. On the "Update each application to the most recent version", did you mean the Office 365 Applications (e.g Word, Excel, PowerPoint)? If Yes, it is always up to date.	It refers to the Line Item 12.2 Sub-Item 1 - Email System and Sub-Item 5 - Collaboration Application stated in the Terms and Conditions of Supply
29. Under the Terms and Conditions, item number 4 of page 5 of the Terms and Conditions of Supply, do we need to submit an insurance?	There is no insurance requirement upon submission of quotations. The insurance mentioned in Item 4 of the Terms and Conditions of Supply is required during contract implementation.

Concordia
Feroisa
Francisca Talaue

Digitally signed by
Concordia Feroisa
Francisca Talaue
Date: 2020.08.07
19:49:01 +08'00'

FEROISA FRANCISCA T. CONCORDIA
Chairperson, Special Bids and Awards Committee

August 7, 2020