

# TECHNICAL SPECIFICATIONS (TS)

Name of Project: **RENEWAL OF ZOOM SUBSCRIPTION FOR TWELVE (12) MONTHS**

Approved Budget for the Contract: **Php 900,000.00**

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## I. RATIONALE

The project requires one (1) year subscription to meeting and conference platform of the accredited supplier by the Philippine Government Electronic Procurement System (PhilGEPS) of the Department of Budget and Management (DBM). Said materials shall be used in the conduct of Civil Service Institute (CSI) On-line Learning/Webinar Activities.

The procurement shall be in accordance with the general provisions, specifications and other requirements of the CSC and the guidelines under the Revised Implementing Rules and Regulations (IRR) of R.A. 9184, otherwise known as "*The Government Procurement Reform Act (GPRA)*". Moreover, the procurement of the said goods is based on and consistent with duly approved 2022 Annual Procurement Plan (APP) of the Commission.

## II. GENERAL PROVISION

- The specification intends to prescribe a complete information on the provision of a 1-year subscription covering the period June 30, 2022 to June 29, 2023 to Zoom meeting platform for the CSI. If there is any clarification or ambiguity between the sections of the specifications, the bidder shall bring the concern to the attention of CSC during the *Pre-bid Conference* before proceeding with the procurement process.
- The CSC reserves the right to inspect the platform and has the right to accept/reject the platform based on the result of inspection.

### III. GENERAL REQUIREMENTS

#### A. Technical Specifications

Description	Quantity
<p><b>License:</b> Annual Subscription to Zoom Meeting-Business</p> <p><b>Features:</b></p> <ul style="list-style-type: none"> <li>• Includes 300 participants</li> <li>• Polling/Breakout Room</li> <li>• Admin dashboard</li> <li>• Vanity URL</li> <li>• Option for on-premise deployment</li> <li>• Managed domains</li> <li>• Single sign-on</li> <li>• Company branding</li> <li>• Custom emails</li> <li>• LTI integration</li> <li>• Cloud Recording Transcripts</li> </ul>	10 hosts
<p><b>Add-ons:</b></p> <ul style="list-style-type: none"> <li>• Video Webinar for 500 attendees – Annually</li> <li>• Video Webinar for 1000 attendees – Annually</li> <li>• Large Meeting 500 participants - NH 1 Year Prepay</li> </ul>	4 hosts 1 host 5 hosts
<p><b>Scope of Work:</b></p> <ul style="list-style-type: none"> <li>• Provision of License</li> <li>• User Training</li> <li>• After Sales Support</li> </ul>	n/a

#### B. Other Requirements

The bidder/supplier/company must be:

- In existence for at least five (5) years and belongs to the same market industry providing similar requirements and goods/machines for the same period;
- An authorized Zoom Reseller/Distributor in the Philippines;
- An up-to-date registered member of the PhilGEPS under the DBM; and
- Able to comply with the technical specifications/requirements and bidding requirements of the project pursuant to R.A. 9184 (GPRA).

#### IV. PAYMENT

To consummate the sale, payment, through a Landbank of the Philippines (LBP) Cheque, shall be made within fifteen (15) government working days (GWDs) after scheduled delivery of services by the Winning Supplier and attachment of the complete set of documents required for payment processing.

#### V. TAXES

Any taxes, fees, charges, imposts, and other legally imposable fees due or that may become due under the purchase shall be for the account of the supplier.

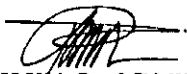
The Civil Service Commission, as a government collecting agency for the Bureau of Internal Revenue, shall deduct allowable government taxes.

#### VI. DELIVERY OF SERVICES

Upon receipt of the approved Purchase Order and Notice To Proceed (NTP), the winning bidder/supplier shall provide above-stated requirements and scope of work within seven (7) Calendar Days.

In case of failure to make full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) based on the amount specified in the Purchase Order for every day of delay shall be imposed.

Prepared by



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Recommending Approval



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Director III  
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