

TERMS OF REFERENCE

1. PROJECT TITLE

Supply, Delivery, and Installation of One (1) year Licenses to Existing Online Video Conferencing Platform of the Bureau of the Treasury's Network Infrastructure

2. BACKGROUND OF THE PROJECT

The project calls for the procurement of video telephony software program to be used in bureau's official meetings, auction events and streaming events

3. AGENCY BUDGET FOR THE CONTRACT (ABC): Php 275,000.00

Note: Inclusive of 12% VAT, installation, delivery cost and all other charges.

4. PROJECT DURATION, DELIVERY, COMMISSION, INSTALLATION AND ACCEPTANCE

Must complete the project within Ten (10) calendar days from the receipt of the Notice to Proceed.

PART I. TECHNICAL SPECIFICATIONS			
AGENCY SPECIFICATION (Minimum Requirements)	BIDDER'S STATEMENT OF COMPLIANCE	ACTUAL OFFER (Specify actual specificati on being offered)	REFERENCE (Indicate exact page number)
1. Specifications 1.1. No. of Licenses: Twenty Five (25) 1.2. Host up to 300 participants 1.3. Can increase participants up to 1,000 with Large Meetings add-on 1.4. Single Sign-On 1.5. Recording Transcripts 1.6. Managed Domains 1.7. Company Branding 1.8. Group meetings for up to 30 hours 1.9. Social Media Streaming 1.10. Minimum 1 GB Cloud Recording (per license)			

PART II. OTHER CONDITION AND REQUIREMENTS	BIDDER'S STATEMENT OF COMPLIANCE
1. FREEBIES 1.1. Freebies (if any/existing) 1.1.1. The Bidder must submit on separate sheet specifying the quantity and the name of all included freebies remarked as "Freebies". 1.1.2. The quantity of the Freebies (if any/existing) shall not affect the result of the bidding.	
2. MODE OF PAYMENT 2.1. One-time payment upon completion of the project	
3. NON-GRAFT CLAUSE 3.1. The winning supplier warrants that it has not given nor promised to give any money or gift to any officer or employee of the BTr, or any member of the Bids and Awards Committee, BAC secretariat or TWG, to secure this contract.	

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