

**EARLY CHILDHOOD CARE AND DEVELOPMENT COUNCIL**  
**4th Floor, Belvedere Tower, No. 15, San Miguel Avenue, Ortigas Center, Pasig City**

Date: \_\_\_\_\_

## REQUEST FOR PROPOSAL

**Gentlemen:**

Please quote your lowest government price (s), stating the shortest time of delivery on the item(s) listed below and submit your quotation duly signed by your representative through email or sealed envelope directed to the Chairperson, Bids and Award Committee of this office on or before May 13, 2025.

If you do not have the exact item on request, please feel free to offer the equivalent or possible substitute.

*Very Truly yours,*

  
**NECITAS D. LARGO**  
 BAC Chairperson

QTY	UNIT	Description	Unit Price	Total
1	lot	Engagement of Support and Maintenance Service Desk and Cloud Hosting Subscription in the Community System Foundation (NEMEAS Developer)		
		<b>Duration Period: June 2025 to May 2026</b>		
		<b>Description:</b>		
		<b>Support and Maintenance Service Desk</b>		
		- Provision of Level 1 (User Support), Level 2 (Technical Troubleshooting), and Level 3 (Advanced System Issue Resolution) support services		
		- Incident management , service request handling and escalation protocols		
		- Regular system monitoring and health checks		
		- Implementation of minor enhancements, updates, patches and fixes		
		- Maintenance of technical documentation and support knowledge		
		<b>cloud Hosting Subscription:</b>		
		- Secure, government-compliant cloud infrastructure for hosting NEMEAS		
		- Scalable hosting environment to accommodate growing data volume and system users		
		- Data backup and disaster recovery solution		
		- 24/7 server monitoring, uptime assurance, and cyber security services		
		- Integration of APIs and system upgrades aligned with evolving ECCD requirements		
		<b><u>Other Requirements to be submitted:</u></b>		
		Proposal of the Supplier/Provider		
		Company Profile		
		Philgeps Registration Number		
		Mayor's Permit		
		Business/Income Tax Return		
		BIR Registration Certificate		
		Notarized Omnibus Sworn Statement		
		<b><u>Conditions:</u></b>		
		<b>Terms of Payment: Send Bill</b>		
		<b>Quotation - inclusive of VAT</b>		
		For any queries, you may Contact Nos. (02)8571-6833/(02) 8571-6590		
		Email Add: ndl@eccdcouncil.gov.ph/cora@eccdcouncil.gov.ph.rebecca.dado@eccdcouncil.gov.ph		

After having carefully read and accept your requirements, I/we quote you on the above items and bind ourselves to deliver the above articles and description within the specified dates. The quotations are good up to 60 calendar days

	SUPPLIER
Signature	
Name	
Office/Company Name	
Address	
Telephone/CP. Nos.	