Republic of the Philippines
Province of Pampanga
City of San Fernando
Office of the Bids and Awards Committee

REQUEST FOR QUOTATION

(FM-CSFP-CGSO-39; Revision No.03; 04/01/2022)

Project Title : **Contract of Service for the Virtualization of Disaster-related Facilities and Tourist Spots in the City of San Fernando, Pampanga**

Location of the Project : **City Information and Communication Technology Office**

_____
Company Name

_____
Address

Date : **Jul 20, 2023**

PR No. : **2023-07-01494**

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **Thursday, July 27, 2023 10:00 AM** at **CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga**.

Canvassed by:

Rachelle M. Pangilinan

Approved by:

Engr. Michael N. Quizon, Jr.
BAC Chairperson

NOTE:
1. *ALL ENTRIES MUST BE READABLE*
2. *DELIVERY PERIOD WITHIN_____CALENDAR DAYS*
3. *WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY*
4. *PRICE VALIDITY SHALL BE FOR A PERIOD OF_____CALENDAR DAYS*

Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
1	1	lot	Virtualization of Disaster preparedness facilities/areas and selected tourist spots (45 sites) in the City of San Fernando, Pampanga (Shoot and Data Collection, Develop and Process, Rendering, Embedding of video tour from the LGU Night and day transition, Slider Feature, Google Map integration, Info boxes)			
					Total Amount:	

After having carefully read and accepted your General Conditions, I quote you on the item at prices noted above.

_____
Printed Name/ Signature

_____
Tel No./ Cellphone No.

_____
Date

TERMS of REFERENCE

Contract of Service for the Virtualization of Disaster-related Facilities and Tourist Spots in the City of San Fernando, Pampanga.

I. BACKGROUND

The City of San Fernando is well known for its heritage houses making them very attractive tourist attractions. Aside from the heritage houses, the City is also home to the Giant Lantern Festival which takes place every December. The City's lantern makers are making noise by turning their lantern factory into a tourist attraction at the same time. There are also different restaurants in the City that serve authentic Kapampangan Cuisine.

Aside from the tourist attractions, City of San Fernando is also recognized and awarded for its disaster preparedness and response.

Leveraging on the advancements in technology, virtual maps can be essential tools not only for tourism purposes, but also for disaster preparedness and response. By incorporating virtual maps into a City's ICT resources, the tourists will be able to virtually experienced the beauty of the City, and the responders will be better equipped in such a way that virtual maps help prepare for emergencies and natural disasters by providing critical information about potential hazards and emergency resources. Adopting virtual maps aid disaster responders to quickly locate critical resources and identify areas that are most vulnerable to disasters. By utilizing virtual maps, we can improve the residents' ability to navigate unfamiliar areas and ultimately achieve goals more effectively.

In this context, virtual maps enhance the safety and well-being of residents and visitors, and make a place a more attractive destination for tourists.

II. BUDGETARY REQUIREMENT

The budgetary requirement for the Contract of Service for the Virtualization of Disaster-related Facilities and Tourist Spots in the City of San Fernando, Pampanga is included in the PPMP with Ref. No. 2023-2943 and already included in the APP of the City Government, which is in the amount of Three Hundred Thousand Pesos (Php 300,000.00)

III. OBJECTIVES

1. To virtualize all identified evacuation centers and critical facilities, and identified disaster prone areas in the City of San Fernando, Pampanga using immersive technology like 360° degrees media and Virtual Reality Maps to aid responders prepare and respond to disasters.

2. To virtualize the identified heritage sites and commercial establishments, such as popular restaurants of the City of San Fernando, Pampanga using immersive technology like 360° degrees media and Virtual Reality Maps to create a sense of immersion or presence in a virtual environment, allowing tourists to experience a destination in a more engaging and interactive way.

3. To create an integrated map highlighting the following: tourist spots and risk and disaster preparedness facilities and/or areas.

IV. TERMS AND CONDITIONS

During the procurement process and delivery/ implementation of the contract, the

- **Specifications/ Schedule of Requirements**

Quantity	Unit of Issue	Item Description	Delivery Date	Location
1	lot	Virtualization of Disaster preparedness facilities/areas and selected tourist spots in the City of San Fernando, Pampanga (Shoot and Data Collection, Develop and Process, Rendering, Embedding of video tour from the LGU Night and day transition, Slider Feature, Google Map integration, Info boxes)	20 days after the issuance of Purchased Order/Notice to Proceed	CGSO Storage Building, GSO Compound, CSFP

Areas to be virtualized:

1. Command and Control Center	1. Lazatin house
CDRRMO Office	2. Hizon Singian House
2. Permanent Evacuation Center	3. Augusto P. Hizon House
3. Sindalan Covered Court	4. Baluyut Bridge
4. Calulut Covered Court	5. Vivencio Cuyugan House
5. San Isidro Covered Court	6. City Hall
6. Del Rosario Covered Court	7. Metropolitan Catthedral
7. Saguin Covered Court	8. Hizon Paras House
8. Baliti Covered Court	9. Henson-Hizon House (Nicolasa)
9. Malpitic Covered Court	10. Giant Lantern and Tourist Information Center
10. City Hall	11. Death March Marker
11. Heroes Hall	12. Pampanga Provincial Capitol
12. New CGSO building	13. Pampanga High School
13. Alasas Storage	14. Heroes Hall
14. SDEC	15. Wilsons Tree Bank
15. YDEC	16. TPKI Farm
16. RHU 1	17. Sky Ranch
17. RHU2	18. Ashanti Integrated Farm
18. RHU 3	19. Resto 1
19. RHU4	20. Resto 2
20. RHU5	
21. BIRTHING STATION SINDALAN	
22. BIRTHING STATION SAN JOSE	
23. BIRTHING STATION SAN AGUSTIN	
24. BIRTHING STATION SAN NICOLAS	
25. NEW City College BUilding	

- **Procurement process**

- For the End- user, ensure the completion of the documents in order to proceed with the procurement process.
- For the supplier/ provider, ensure the completeness of the documents being required by the Bids and Awards Committee (BAC) for the procurement process on-time basedon the procurement schedule including this TOR duly signed by the end- user and conformed by the supplier/ provider.

- For the End- user, present clearly this TOR during the Pre- Bid Conference for the information of the prospective bidder/s (for Competitive/ Public Bidding), and presentby the Buyer with the assistance of the End- user (for Alternative Methods of Procurement).

- Ensure that there are readily- available supplies upon submission of Request for Quotation (RFQ)/ Bid since delivery is anticipated upon Issuance of PO/ Contract.

- Comply with the provisions of the Procurement Law regardless of the mode of procurement, whether Competitive/ Public Bidding or the use of Alternative Methods ofProcurement.

- **Delivery/ Implementation period**

  - Strictly observe the "No Purchase Order (PO)/ Contracts, No Delivery" Policy and comply with the delivery period.
  - The delivery period shall immediately after the approval of Notice to Proceed.

  - During the delivery, strictly follow the provisions enumerated in the Terms and Condition of the PO / Contract including the delivery schedule, penalty, among others.

  - In case there is a change in the delivery schedule and specifications, the end-user through the procurement officer shall coordinate with CGSO-Procurement Management Division for the latter advise the supplier/contractor regarding the concern.

  - Coordination with the supplier/contractor shall be the functions of the CGSO-PMD as its mandate.

  - Provide the quantity of items being required by the project/program: and
  - Strictly follow the specifications and timely provision of requirements based on the delivery schedule.

V. OTHER CONSIDERATION

A. The Bidder/Supplier should have (a) completed a single virtualization project contract whose value must be at least 50% of the ABC within a period of five (5) years.
B. A warranty period of one (1) year shall commence on the date delivered.

VI. DELIVERABLES BY THE SUPPLIER/ CONTRACTOR AND THE CITY GOVERNMENT

The deliverables of the supplier/ contractor shall be as follows:

a. To design, develop, install, test, and deploy a secured web-based and mobile web browser-compatible through agile development. May be able to support the previous version of Internet Explorer, Mozilla Firefox, Google Chrome, etc.
b. Completion of the project including a perpetual license to use the project's content.
c. Provision to update the system's libraries
d. Program output must be embedded in the official website of the LGU

The deliverables of the City Government shall be as follows:

a. On- time payment of the supplier/ contractor i.e., 30 days after delivery.
b. End- user shall monitor the delivery of requirements.
c. The Procurement Officer shall assist in the monitoring, delivery and on- time payment of the supplier.
d. Provide necessary and readily- available documents such as during the conduct of post-audit.
e. Evaluate the performance of the supplier/ contractor and in case there is a violation to the Contract/ Agreement, prepare a Verified Report.
f. The list of the sites and the itinerary (45 sites)
g. The local tour guide
h. The logistics, food, and accommodation of the team of 4 people for 4-5 days (depending on the itinerary provided by the LGU)

Prepared by:

CARLO S. TAPNIO
Procurement Officer

Approved by:

JAMES FRANCIS S. VILLANUEVA
Head of Office

Conformed:

_____
Signature over printed name

Note: The TOR shall form part of the Contract and should be strictly followed by both parties, otherwise, the implementation of the project/program might be affected as well as the performance of the supplier/contractor.