

**PURCHASE ORDER**  
**DBM - GPPB-TSO**  
Entity Name

Supplier : GMST INC.

Address : No. 6 Torres Bugallon St., Brgy. Marikina Heights (Concepcion), Marikina City, Second District, Metro Manila, Philippines 1810

TIN : 045RC20210000001290

P.O. No. : PO-IMD-2023-034

Date : 21 November 2023

Mode of Procurement : **Section 53.9 Small Value Procurement**

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : **GPPB-TSO New Building**Delivery Term : **N/A**Date of Delivery : **N/A**Payment Term : **Land Bank's LDDAP-ADA/Bank Transfer facility**

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	Lot	<p><b>Webhosting Subscription for the Government Procurement Policy Board – Technical Support Office (GPPB-TSO)</b></p> <p><b>Scope of Work</b> The web hosting service provider shall have a facility to host the Observers Portal and Learning Management System with the following minimum specifications:</p> <p><b>Web Server Specifications: Quantity (2)</b></p> <p>CPU - 4 vCPUs</p> <p>Memory - 8GB</p> <p>Storage - 600GB SSD</p> <p>Bandwidth - 6000GB Transfer</p> <p><b>Web Security Features:</b></p> <p>Dedicated Server</p> <p>with SSL Certificate</p> <p>Virtual Private Server (VPS Hosting)</p> <p>Web Application Firewall</p> <p>Spam Protection</p> <p>Anti-Distributed Denial of Service (DDoS Protection)</p> <p>Extended Detection and Response (XDR)</p> <p>Two Factor Authentication</p> <p>SSH Access</p> <p>Automatic Backups</p> <p><b>One (1) 1-yr subscription for Learning Management System (under Moodle Platform) Plug-ins with features such as:</b></p> <p>Custom homepage builder</p> <p>Custom course format</p> <p>Dashboard customization options using blocks</p> <p>Optimized navigation</p> <p>Customizable login page</p> <p>Create and sell courses globally via 160+ payment gateways with an automated e-commerce store of courses.</p> <p>Visually appealing (with charts and graphs) and highly filterable reports</p> <p>Enhanced profile page</p> <p>Add forms anywhere without coding</p> <p>Quick, easy, stress-free grading</p> <p>Clean and attractive course layouts</p> <p>LMS performance monitoring</p> <p><b>Responsibilities of the Service Provider</b></p> <ol style="list-style-type: none"> <li>1. The Service Provider (SP) shall conduct monthly back-ups.</li> <li>2. The SP shall monitor errors and bugs.</li> <li>3. The SP shall debug errors.</li> <li>4. The SP shall submit monthly report which includes but not limited to Service Health, CPU and Memory utilization, Disk Usage, and uptime rate.</li> <li>5. The SP shall facilitate the data migration of the LMS from its temporary cloud server to the new and assist in the migration of the Observer's Portal from the staging server to the new.</li> <li>6. The SP shall conduct server scanning of viruses, malware, SQL injections, backdoors.</li> </ol>	1	530,000	₱530,000.00

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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount								
		<p><b>Service Level Agreement (SLA) Service Support</b></p> <p>1. Provides 24/7 Technical Support with single point of contact during office hours, including:</p> <p>a. Web/system implementation/deployment assistance</p> <p>b. Dedicated Technical Support Service Representative who can be contacted through telephone and/or email during office hours from 8AM to 5PM, or even beyond office hours when necessary.</p> <p>2. The service provider shall cater the maintenance of the servers and manage the same 24/7.</p> <p>3. In case of downtime, the SP shall submit an incident report to IMD through email at imd@gppb.gov.ph, within 24-hours from the occurrence of the incident.</p> <p><b>Service Credit</b></p> <p>1. The GPPB-TSO shall be entitled to a service credit if the SP fails to maintain 99.95% uptime rate monthly. However, service credits shall not be claimed if the interruption is directly attributable to the system owned by the GPPB-TSO or other factors which are beyond the control of the SP and which are not attributable to the SP's fault and negligence.</p> <p>2. If the interruption is attributable to the SP, it shall voluntarily make the appropriate "Service Credit Percentage" or rebate to GPPB-TSO without the need to report or claim on the downtime. The credit allowance/rebate shall be applied to the next billing month.</p> <p>3. The Service Credits of Monthly Uptime Percentage is presented in Table 1 except for the identified SLA Exclusions. The Service Credits shall be credited to the succeeding month's billing statement:</p> <p><b>Table 1. Schedule of Service Credits</b></p> <table border="1" style="margin-left: 40px; border-collapse: collapse;"> <thead> <tr> <th>Monthly Uptime Percentage</th> <th>Service Credit Percentage</th> </tr> </thead> <tbody> <tr> <td>Less than 99.95% but greater than or equal to 99.0%</td> <td>10%</td> </tr> <tr> <td>Less than 99.0% but equal to or greater than 95%</td> <td>25%</td> </tr> <tr> <td>Less than 95%</td> <td>100%</td> </tr> </tbody> </table> <p>4. <b>SLA Exclusions:</b></p> <p>a. Issues caused by situations outside the control of the SP such as large-scale internet outages, datacenter outages, and natural disasters.</p> <p>b. Downtime during maintenance windows, user-initiated downtime or automated upgrades.</p> <p>c. System vulnerabilities.</p> <p><b>Contract Duration</b></p> <p>The cloud server hosting services required is for a period of one (1) year from the date of successful deployment of the system/s to the server.</p> <p><b>Delivery Period</b></p> <p>The required services shall be provided within seven (7) working days upon receipt of the Purchase Order.</p> <p>Any incurred delay in the service delivery shall be subject to the existing applicable rules, laws, and regulations under RA 9184.</p> <p><b>Approved Budget for the Contract and Payment Terms</b></p> <p>The Approved Budget for the Contract (ABC) is Five Hundred Forty-Five Thousand Six Hundred Pesos (Php545,600.00) only, inclusive of all applicable taxes, fees, and incidental charges, subject to the existing budget, accounting, and auditing rules, laws, and regulations.</p> <p>The payment of services shall be made on a monthly basis which has to be billed immediately after every end of the billing month.</p> <p align="center">*****nothing follows*****</p>	Monthly Uptime Percentage	Service Credit Percentage	Less than 99.95% but greater than or equal to 99.0%	10%	Less than 99.0% but equal to or greater than 95%	25%	Less than 95%	100%			
Monthly Uptime Percentage	Service Credit Percentage												
Less than 99.95% but greater than or equal to 99.0%	10%												
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Less than 95%	100%												
(Total Amount in Words) <b>Five Hundred Thirty Thousand</b>					<b>PHP 530,000.00</b>								

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Contract may be terminated, in whole or in part, at anytime for the convenience of the Government upon thirty (30) days' written notice, if determined the existence of conditions make the project implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event/s or changes in law, and national government policies.

Conforme: _____ Signature over Printed Name of Supplier _____ Date	Very truly yours,	Date: <b>2023.11.28</b>  <b>15:10:54</b> +08'00' <b>Maria Dionesia A. Rivera-Guillermo</b> Signature over Printed Name of Authorized Official <b>Deputy Executive Director IV</b> Designation
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Fund Cluster : <u>01</u> Funds Available : <u>Php 530,000.00</u> _____ Signature over Printed Name of Accountant IV <b>12:09:39</b> +08'00'	ORS/BURS No. : _____ Date of the ORS/BURS: _____ Amount : _____
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