



# Republika ng Pilipinas

## Lungsod Quezon

**BIDS AND AWARDS COMMITTEE –  
GOODS AND SERVICES**

Second Floor, Civic Center Building F, Quezon City Hall Complex, Elliptical Road, Quezon City  
Tel. No. 8988-42-42 local 8709/8712



### BID BULLETIN NO. 41-2023 Series of 2023

Notice is hereby given to all concerned bidders for the following Projects  
scheduled for Public Bidding on **November 17, 2023**, viz:

PROJECT NAME: SUBSCRIPTION OF MESSAGING AND COLLABORATION SERVICES FOR QUEZON CITY GOVERNMENT FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY) PROJECT NO. ITDD-24-IT-0035	
FROM	TO
SECTION VI. SCHEDULE OF REQUIREMENTS, AND SECTION VII. TECHNICAL SPECIFICATIONS  NONE	SECTION VI. SCHEDULE OF REQUIREMENTS, AND SECTION VII. TECHNICAL SPECIFICATIONS  <b>TRAINING DETAILS</b>  -Number of Days <ul style="list-style-type: none"> <li>• Email Admin Training:               <ul style="list-style-type: none"> <li>➢ GWS Training: One (1) day</li> <li>➢ Add-On Training: One (1) day</li> </ul> </li> <li>• End-User Training :               <ul style="list-style-type: none"> <li>➢ GWS Training: Two (2) days</li> <li>➢ Add-On Training: Two (2) days</li> </ul> </li> </ul> <p>Note: End-User Training will be conducted by batch: 1<sup>st</sup> Batch: Department /Offices and Councilors 2<sup>nd</sup> Batch: Barangays</p> <p>Number of Hours: 3-4 Hours</p> <ul style="list-style-type: none"> <li>• Email Admin Training:               <ul style="list-style-type: none"> <li>➢ GWS Training: 3-4 hours</li> <li>➢ Add-On Training: 3-4 hours</li> </ul> </li> <li>• End-User Training :               <ul style="list-style-type: none"> <li>➢ GWS Training: 3-4 hours</li> <li>➢ Add-On Training: 3-4 hours</li> </ul> </li> </ul> <p>Number of Participants:</p> <ul style="list-style-type: none"> <li>• Email Admin Training:               <ul style="list-style-type: none"> <li>➢ GWS Training: 10-12 participants</li> <li>➢ Add-On Training: 10-12 participants</li> </ul> </li> <li>• End-User Training :               <ul style="list-style-type: none"> <li>➢ GWS Training: 150-200 participants</li> <li>➢ Add-On Training: 150-200 participants</li> </ul> </li> </ul>

Please be guided accordingly.

By: **BIDS AND AWARDS COMMITTEE – GOODS AND SERVICES**

  
**MS. MA. MARGARITA T. SANTOS, DPA**  
Chairperson

y w d