



Republic of the Philippines
PROCUREMENT DEPARTMENT
 Quezon City Government



PO Number **2401004**

Purchase Order Date: **DEC 29 2023**

Procuring Unit	: INFORMATION TECHNOLOGY DEVELOPMENT DEPARTMENT	Project Number	: ITDD-24-IT-0035
Company Name	: MAROONSTUDIOS INC.	Mode of Procurement	: Public Bidding
Address	: Unit 1218 12F Corporate 145 Building, 145 Mother Ignacia Avenue, South Triangle, Quezon City	Resolution No.	: 24-PB-011
Business Type	: Corporation Registration #CS201405332	TIN Number	: 008-736-841-00000
		Contact Number	: 0977-809-9047

Sir/Madam:
 Please furnish this office the following articles subject to the terms and conditions contained here

Place of Delivery : CGSD Central Warehouse **Delivery Schedule** One (1) Year
Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	TRAINING DETAILS -Number of Days •Email Admin Training: -GWS Training: One (1) day -Add-On Training: One (1) day •End-User Training : -GWS Training: Two (2) days -Add-On Training: Two (2) days Note: End-User Training will be conducted by batch: 1st Batch: Department /Offices and Councilors 2nd Batch: Barangays Number of Hours: 3-4 Hours •Email Admin Training: -GWS Training: 3-4 hours -Add-On Training: 3-4 hours •End-User Training : -GWS Training: 3-4 hours -Add-On Training: 3-4 hours Number of Participants: •Email Admin Training: -GWS Training: 10-12 participants -Add-On Training: 10-12 participants •End-User Training : -GWS Training: 150-200 participants -Add-On Training: 150-200 participants Terms of Payment: Twelve (12) Months (monthly payment upon submission of Billing Statement)				

Total Amount : 26,417,803.66

Total Amount In Words (Pesos): Twenty-Six Million Four Hundred Seventeen Thousand Eight Hundred Three Pesos and 66/100 Only

MA. JOSEFINA G. BELMONTE
 City Mayor



ALDO KARLO ACOSTA 12-29-23
 Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
 City Accountant

OBR : NO. 2024-07-00000

Approved Budget for the Contract : 26,434,976.00



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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	Google Workspace Business Starter: 300 accounts (300 users/participants) • 30 GB Storage Capacity for email and drive storage • Email Application with offline and client sync capability • Calendar application with offline and client sync capability • Contacts application with offline and client sync capability • Productivity and real-time collaboration across any device: (1) Document processing application (2) Presentation application (3) Spreadsheet application (4) Business forms application (5) Notes management application (6) Drawing and diagram application (7) File-Sharing application (8) Full access on any major operating system (9) Real-time collaboration on desktop and mobile (10) Cloud saving and offline syncing (11) Offline editing (12) File import, export and conversion features • Internet Conferencing and Social Tools (1) Instant messaging (2) Screen sharing (3) Desktop and mobile video conference (4) Video live streaming • Security and Privacy (1) Built-in anti-spam and anti-virus (2) SSI and TLS encryption (3) Multi-factor authentication (4) ISO 27018 certification (5) ISO 27017 certification (6) ISO 27001 certification	license	300	7,713.50	2,314,050.00

MA. JOSEFINA G. BELMONTE
 City Mayor

ALDO KARLO ACOSTA 12-29-23
 Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
 City Accountant

Approved Budget for the Contract : 26,434,976.00

OBR : NO. 2224 - 07. 2023



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2	(7) ISO SOC 2 or 3 certification •Administration and management console to centrally manage all end users, application and devices •Data Backup, DR and agree capability (1)Built-in back up and disaster recovery (2)Data Export functionality as needed Google Workspace Enterprise Starter: 1,170 accounts (1,170 users/participants) • 1 TB Storage Capacity for email and drive storage • Email Application with offline and client sync capability • Calendar application with offline and client sync capability • Contacts application with offline and client sync capability • Productivity and real-time collaboration across any device: (1) Document processing application (2) Presentation application (3) Spreadsheet application (4) Business forms application (5) Notes management application (6) Drawing and diagram application (7) File-Sharing application (8) Full access on any major operating system (9) Real-time collaboration on desktop and mobile (10) Cloud saving and offline syncing (11) Offline editing (12) File import, export and conversion features • Internet Conferencing and Social Tools (1) Instant messaging (2) Screen sharing (3) Desktop and mobile video conference (4) Video live streaming	license	1,170	12,179.22	14,249,687.40

MA. JOSEFINA G. BELMONTE
 City Mayor

ALDO KARLO AGOSTA 12-29-23
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Funds Available:

OBR : *no. avail. on 10000*

RUBY G. MANANGU
 City Accountant

Approved Budget for the Contract : 26,434,976.00



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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
3	<ul style="list-style-type: none"> • Security and Privacy (1) Built-in anti-spam and anti-virus (2) SSI and TLS encryption (3) Multi-factor authentication (4) ISO 27018 certification (5) ISO 27017 certification (6) ISO 27001 certification (7) ISO SOC 2 or 3 certification • Administration and management console to centrally manage all end users, application and devices • Data Backup, DR and agree capability (1) Built-in backup and disaster recovery (2) Data export functionality as needed Google Workspace Enterprise Standard: 30 accounts (30 users/participants) • Unlimited Storage Capacity for email and drive storage • Email Application with offline and client sync capability • Calendar application with offline and client sync capability • Contacts application with offline and client sync capability • Productivity and real-time collaboration across any device: <ol style="list-style-type: none"> (1) Document processing application (2) Presentation application (3) Spreadsheet application (4) Business forms application (5) Notes management application (6) Drawing and diagram application (7) File-Sharing application (8) Full access on any major operating system (9) Real-time collaboration on desktop and mobile (10) Cloud saving and offline syncing 	license	30	29,568.44	887,053.20

MA. JOSEFINA G. BELMONTE
 City Mayor

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Funds Available:

OBR : *NU- 24-IT- 0035*

RUBY G. MANANGU
 City Accountant

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4	(11) Offline editing (12) File import, export and conversion features • Internet Conferencing and Social Tools (1) Instant messaging (2) Screen sharing (3) Desktop and mobile video conference (4) Video live streaming • Security and Privacy (1) Built-in anti-spam and anti-virus (2) SSI and TLS encryption (3) Multi-factor authentication (4) ISO 27018 certification (5) ISO 27017 certification (6) ISO 27001 certification (7) ISO SOC 2 or 3 certification • Administration and management console to centrally manage all end users, application and devices • Data Backup, DR and agree capability (1) Built-in backup and disaster recovery (2) Data export functionally as needed Google Workspace Frontline Starter: 1500 accounts (1500 users/participants) • Gmail - Send and receive mail using your professional address, as in bob@your-company .com. • Google Meet-Join secure meetings from a laptop or other device (up to 100 participants) • Google Calendar-Share calendars to easily schedule meetings and events. • Google Drive-Collaborate in real time on online documents, spreadsheets, and presentations.	license	1,500	5,751.30	8,626,950.00

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5	<ul style="list-style-type: none"> • Google Workspace storage-Store and back up files securely in the cloud with 5 GB storage per user. • Google Chat-Communicate in groups or one-on-one, with text and rich media. • Google Sites-Creat websites without programming experience or knowledge of code. • Advanced endpoint management-Have more control over your organization's data. You can require stronger passwords, wipe devices remotely,use Android work profiles, manage iOS apps, and more. • Drive log event data-View your users' activity in Google Docs, Sheets, Slides, Forms, and Sites. • Data protection insights report-Review information about Drive files in your organization that contain sensitive data. Scope and Services Package <ol style="list-style-type: none"> Interactive On-site kick-off training for admin and end-user. Setup and Deployment of GWS licenses Monthly Consumption Reporting and Analysis Standard Google Workspace Billing and Basic Technical Support Value-added Inclusions: <ul style="list-style-type: none"> • Three (3) add on trainings to be offered throughout the subscription; <ol style="list-style-type: none"> Google Workspace Maximization Google Classroom Google App Sheet • Consultancy services to build up three (3) App Sheet and up to three (3) Looker Studio dashboards for the use of any department of Quezon City LGU 	lot	1	340,063.06	340,063.06

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