



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 7724300
Procuring Entity NATIONAL WAGES AND PRODUCTIVITY COMMISSION
Title Procurement of Microsoft 365 Trainer Services
Area of Delivery Metro Manila

Solicitation Number:	SVP-2021-05-016	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Consulting Services	Document Request List	0
Category:	Consulting Services	Date Published	28/05/2021
Approved Budget for the Contract:	PHP 100,000.00	Last Updated / Time	27/05/2021 14:28 PM
Delivery Period:		Closing Date / Time	02/06/2021 12:00 PM
Client Agency:			
Contact Person:	Ouija Soberon Brillo Supply Officer 2nd Floor, DY International Building, San Marcelino St. cor. Malvar St., Malate Malvar cor. San Marcelino Street Malate, Manila Metro Manila Philippines 1004 63-2-5278012 ouij_brillo@yahoo.com		

Description

Total Approved Budget: PHP 100,000.00

One (1) package Microsoft 365 Trainer

- Provide a comprehensive discussion on all features of Microsoft 365: Outlook, MS Teams, OneDrive and Sharepoint
- Conduct demonstrations and workshops to maximize learning on the use of available productivity and collaboration features of the software
- May be done in a series of webinars and/or consultation sessions
- Must submit training report with evaluation of participants within 15 days after the last session
- Participants: 60 to 80 pax
- To be conducted via MS Teams or Zoom during regular office hours

Other requirements:

- Must be a Microsoft trainer certified
- Must have experience in similar engagement with other private companies and/or government agencies

NOTE: FULL PAYMENT SHALL BE THRU BANK TRANSACTION. PREFERABLY WITH LANDBANK ACCOUNT, OTHERWISE BANK CHARGE SHALL BE FOR THE ACCOUNT OF THE WINNING BIDDER

Created by Marc Alexis M Arabe

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