



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 12923454
Procuring Entity CARLOS HILADO MEMORIAL STATE UNIVERSITY
Title Procurement of Microsoft Licenses for Office Productivity use - Talisay Campus
Area of Delivery Negros Occidental

Solicitation Number:	RFQ 26-105	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods	Bid Supplements	0
Category:	Information Technology		
Approved Budget for the Contract:	PHP 215,640.00	Document Request List	0
Delivery Period:	30 Day/s		
Client Agency:		Date Published	18/04/2026
Contact Person:	Rowena De la Vida Prado Administrative Assistant II Mabini Street Talisay City Negros Occidental Philippines 6115 63-34-7120005 Ext.142 63-939-9296624 bac.sec@chmsu.edu.ph	Last Updated / Time	17/04/2026 10:02 AM
		Closing Date / Time	22/04/2026 09:00 AM

Description

Republic of the Philippines
 CARLOS HILADO MEMORIAL STATE UNIVERSITY
 Talisay City, Negros Occidental
 Cell Phone #: 09205833046
 bac.sec@chmsu.edu.ph

REQUEST FOR QUOTATION
 PAGE 1 OF 2
 Date: APRIL 7, 2026
 Quotation No. 26-105

Please quote your lowest price on the item/s listed below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached herewith.

DR. MA RIZA T. MANALO
 BAC Chairman

NOTE:

1. ALL ENTRIES MAY BE TYPEWRITTEN OR LEGIBLY HANDWRITTEN
2. DELIVERY PERIOD WITHIN 30 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
5. G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION

6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED

ITEM ITEM & DESCRIPTION QTY. UNIT UNIT PRICE TOTAL PRICE

NO. (Pls. Indicate brand offered)

1 Microsoft Office A3 License 30 license

A subscription-based productivity and collaboration suite for faculty users, providing desktop and cloud-based applications for word processing, spreadsheets, presentations, email, and collaboration tools. The solution must include full desktop versions and online access to productivity applications, institutional email services, and cloud storage with file sharing and real-time collaboration capabilities.

It shall support teaching and academic workflows, including communication, content creation, and collaboration across departments. The platform must include enterprise-grade security, compliance, and centralized administration, with features such as identity and access management, data protection, and policy enforcement.

The solution must be licensed per faculty user on an annual subscription basis, include regular updates, and be accessible across Windows, macOS, and mobile devices, enabling efficient academic and administrative productivity.

30 days delivery

TOTAL

2 Microsoft Copilot 6 license

An AI-powered digital assistant solution designed to enhance productivity and decision-making by enabling content generation, data analysis, task automation, and intelligent summarization across productivity and collaboration platforms. The solution must support natural language interaction to assist users in creating documents, generating reports, analyzing data, composing emails, and producing presentations.

It shall integrate seamlessly with existing enterprise productivity tools and data sources, providing context-aware assistance while maintaining user permissions and data security boundaries. The system must include advanced AI capabilities, such as contextual recommendations, workflow automation, and real-time assistance within applications.

The solution must provide enterprise-grade security, compliance, and centralized administration, ensuring data privacy, auditability, and controlled access. It shall be licensed per user on a subscription basis, include continuous updates, and be accessible across desktop and web-based environments to support organizational productivity and innovation.

30 days delivery

TOTAL

*****Nothings Follows*****

TOTAL ITEM NO. 1 = Php 88,200.00

TOTAL ITEM NO. 2 = Php 127,440.00

TOTAL ABC = Php 215,640.00

PROCUREMENT OF MICROSOFT LICENSES FOR OFFICE PRODUCTIVITY USE - TALISAY CAMPUS/ J.K. MORACA(MIS, Head)

PR# 26-221-0326 03-26-26

MDS 108-101-26-03 03-30-26

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Microsoft Office A3 License	A subscription-based productivity and collaboration suite for faculty users, providing desktop and cloud-based applications for word processing, spreadsheets, presentations, email, and collaboration tools. The solution must include full desktop	30	License	88,200.00
2	Microsoft Copilot	An AI-powered digital assistant solution designed to enhance productivity and decision-making by enabling content generation, data analysis, task automation, and intelligent summarization across productivity and collaboration platforms.	6	License	127,440.00

Created by Rowena De la Vida Prado

Date Created 17/04/2026

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.

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	The solution must be licensed per faculty user on an annual subscription basis, include regular updates, and be accessible across Windows, macOS, and mobile devices, enabling efficient academic and administrative productivity.				
	<i>30 days delivery</i>				
	TOTAL				
2	Microsoft Copilot	6	license		
	An AI-powered digital assistant solution designed to enhance productivity and decision-making by enabling content generation, data analysis, task automation, and intelligent summarization across productivity and collaboration platforms.				

Date _____ By _____

Released (BAC) _____
 Returned (Supplier) _____

 Printed Name/Signature

 Tel. No./Cellphone No.

 Date



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PAGE 2 OF 2

Date: APRIL 7, 2026
 Quotation No. 26-0105

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(Signature)
DR. MA RIZA T. MANALO
 BAC Chairman

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 Printed Name/Signature

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