

**Republic of the Philippines**  
**Department of Trade and Industry**  
**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
Golden Shell Pavilion, Roxas Blvd. Cor. Gil Puyat Ave., Pasay City

**Solicitation No.: CITEM-2020-0153**

**NOTICE TO CONDUCT PROCUREMENT OF GOODS  
AND SERVICES, INFRASTRUCTURE PROJECTS, AND CONSULTING  
SERVICES TO BE PROCURED AND PERFORMED OVERSEAS**

Pursuant to GPPB-Resolution No. 28-2017 dated 31 July 2017, the Center for International Trade Expositions and Missions (CITEM), through its Bids and Awards Committee (BAC), hereby issues this Notice for:

**PROCUREMENT OF ONLINE SURVEY SOFTWARE FOR  
CUSTOMER SATISFACTORY SURVEY OF CITEM'S OVERSEAS TRADE FAIRS**

**Approved Budget of the Contract: PHP 50,000.00**

For inquiries, please contact the CITEM Bids and Awards Committee Secretariat, at telephone no. 8312201 local 309/218 or fax no. 834-0177/8331284 or e-mail at [citembac@citem.com.ph](mailto:citembac@citem.com.ph).

  
**ATTY. ANNA GRACE I. MARPURI**  
Chairman, CITEM BAC



**REQUEST FOR QUOTATION  
 (OVERSEAS PROCUREMENT)**

Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Contact No.: \_\_\_\_\_

Date: **18-Nov-2020**  
 RFQ No: **2020-0153**

Gentlemen:

Please quote hereunder your lowest possible price(s) for the following article(s)/work(s) which are urgently needed by this office. It is requested that the quotation be sealed, signed and stamped in an envelope and submitted to CITEM BAC or in a compressed folder submitted at [citembac@citem.com.ph](mailto:citembac@citem.com.ph).

Schedule of Opening of Bids: 24 November 2020 Venue: Zoom Time: 2:00 PM

QUANTITY	UNIT	ARTICLE / WORK / DESCRIPTION / SPECIFICATION	UNIT PRICE	AMOUNT
		<b>ONLINE SURVEY SOFTWARE</b> <b>Period of Subscription: November 2020-November 2021</b>		
		Business Plans (Team Advantage)		
		Survey Inclusions:		
		1. Unlimited number of surveys		
		2. Unlimited questions per survey		
		3. 10,000 responses per month		
		4. Get responses per month		
		5. Unlimited number of collectors		
		6. Pop up online surveys		
		7. Track email response		
		8. Mobile apps for iOS and android		
		9. Recurring surveys		
		10. Essential question types such as multiple choice, checkboxes, dropdown and text box		
		11. All languages supported		
		12. Pagination		
		13. Labeling, titles & numbering		
		14. Quiz scoring & instant result		
		15. Advance survey logic		
		16. Custom themes, color and more		
		17. Custom HTML email invitations		
		18. Real time results		
		19. Share survey data, Data trends		
		20. Filter and compare result		
		21. Statistical significance		
		22. Generate custom charts & reports		
		23. Download result as CSV, XLS or PDF		
		24. Download result as PPT format		
		25. Export to SPSS		
		<b>Approved Budget : PHP 50,000.00</b>		
		<b>Deadline of Submission of Quotation: 23 November 2020, 5PM</b>		

**Terms and Conditions:**

- 1.) The above-quoted prices must be inclusive of all costs and applicable taxes. Prices shall be quoted in Philippine Peso or US Dollar.
- 2.) Payment will be processed after receipt of invoice. Other terms of payment will be based on the Contract agreed by the Purchaser and Supplier.
- 3.) Any alterations, erasures or overwritings shall be valid only if they are signed or initialed by the bidder or his/her authorized representative.

The CITEM-BAC reserves the right to reject any or all bids offer and waive any defects therein and accept bid/s it may consider advantageous to the government.

  
**ATTY. ANNA GRACE I. MARPURI**  
 BAC Chairman

TO: CITEM Bids and Awards Committee:

Per your request, I/We have indicated the prices of the above mentioned article(s)/work(s) on the unit price/amount column above. I/We also certify that we have read, understood and shall conform with the terms and conditions of this requirement.

\_\_\_\_\_  
 Date Submitted

\_\_\_\_\_  
 Signature over printed name of the Authorized Company Representative

Designation: \_\_\_\_\_

Telephone no.(s): \_\_\_\_\_