



DEPARTMENT OF ENERGY
(Kagawaran ng Enerhiya)
Energy Center, Rizal Drive Bonifacio
Global City, Taguig City, Philippines 1632

RFQ No.	RFQ-02-0101-2025-02-0039 -0218-0003
Purchase Request No.:	02-0101-2025-02-0039

REQUEST FOR QUOTATION

Title of Procurement/End-user	: MATLAB Technical Support and Maintenance Subscription
Approved Budget for the Contract	: PhP 700,000.00
Mode of Procurement	: Small Value Procurement (53.9)
Bidding Terms	: Per Lot
Delivery Terms/Schedule	: On or before March 1, 2025
Delivery Location	: Department of Energy Main Office, BGC Taguig City
Payment Terms	: Payment shall be processed within thirty (30) days upon completion of delivery of all items or services, submission of all required documents and issuance of end-user's certificate acceptance.

SUBMISSION OF PROPOSALS/ QUOTATION and RELATED DOCUMENTS SHOULD BE COLLATED AND SUBMITTED IN A ONE (1) PDF FILE FORMAT

Please quote your lowest price on the items/s listed below, subject to the compliance with the Terms of Reference and Specifications. Submit the quotation following the format of the Quotation Submission Form (Annex A) in a sealed envelope duly signed by your representative at the Procurement Management Division Office, 3rd Floor DOE Main Building, Department of Energy Rizal Drive, Energy Center-Bonifacio Global City, Taguig City or through email at the following address: bacsecretariat@doe.gov.ph not later than **21 February 2025, 4:00PM**. LATE SUBMISSION WILL NOT BE ACCEPTED.

Terms of Reference/Specifications				
	Description/ Specification:	Quantity	Unit Price	Total ABC
1.	MATLAB Technical Support and Maintenance Subscription	1 Lot	700,000.00	700,000.00

TERMS OF REFERENCE

A. BACKGROUND

The Planning Division (PD) is continuously working on the formulation of national and local energy plans to enable regional and local communities to have sufficient, dependable, environment-friendly, and sustainable energy supply at reasonable prices. It is one of the DOE's key strategies to spur inclusive socio-economic development in every part of the country through greater access to energy. The plan outlines all the initiatives, strategies and programs towards energy development and utilization in the regions/provinces consistent with the national development and investment plans.

The energy planning process encompasses the whole energy system catering both power and non-power sectors. The PD is expected to perform long-term capacity planning to determine the needed generation capacity and/or addition in a particular region. It is therefore necessary that the DOE uses an innovative planning tool and system analysis capabilities in modeling, planning, and forecasting towards energy development and utilization.

To maintain the functionality and the purpose of the software in a better and timely manner, technical support and maintenance services are needed to be able to avail new upgrades and updates that the software has to offer. Relative to this, the procurement of annual MATLAB

Technical Support and Maintenance Services is put in place and is included in the endorsed ISSP CY 2025.

B. RATIONALE

The EPPB is mandated to formulate, update, monitor and evaluate national and regional energy plans, policies, programs, and projects and provide a comprehensive assessment of demand scenarios and supply options as well as studies the impacts of international commitments on energy policies, economy, and environment.

To help carry out PD's mandate, a MATLAB Licensed Software on Energy Modelling, Planning, and Forecasting was procured in 2021. Thereafter, to maintain the functionality and the purpose of the software in a better and timely manner, technical support and maintenance services are needed to be able to avail new upgrades and updates that the software has to offer. The procurement of annual MATLAB Technical Support and Maintenance Services is put in place and is included in the endorsed ISSP CY 2025.

C. OBJECTIVE

The software and accompanying toolboxes serve as a computational environment combined with an integrated development environment and straightforward interface, toolkits, simulation, and modeling capabilities that will create research and development output at realistic level.

D. SPECIFICATION AND INCLUSIONS

The maintenance subscription for the software should be capable of providing and maintaining technical and other related support services for the following procured MATLAB Software and toolboxes along with its technical descriptions as follows:

- 4 Main Licenses Software
- 4 Econometrics Toolboxes
- 4 Report Generators
- 4 Optimization Toolboxes
- 4 Spreadsheet Links
- 4 Statistics and Machine Learning Toolboxes

Main Software License

- Matrix-based with computational mathematics basic operations such as creating variables, array indexing, arithmetic, and data types (including linear algebra, differentiation and integrals, Fourier transforms, and other mathematics)
- With built-in graphics for visualization to gain insights from data such as experimentation, exploration and discovery. Graphics functions include 2-D and 3-D plotting functions to visualize data and communicate results. The tool can be able to customize plots either interactively or programmatically
- Can import and export data, including large files; preprocess data, visualize and explore
- Can accept programs that accept inputs and return outputs in the form of Scripts that can include formatted text, images, and output to explain the code
- Can be able to provide external language and library interfaces, including Python®, Java®, C, C++, .NET, and Web services

Econometrics Toolbox

- Can model and analyze financial and economic systems using statistical methods
- Provide functions for analyzing and modeling time series data. The modeling frameworks used in estimating, simulating, and forecasting economic systems must include regression, ARIMA, state-space, GARCH, multivariate VAR and VEC, and switching models
- Flexible enough to develop time-varying models that learn from new data using Bayesian tools
- Contain application for analyzing univariate time series data that is capable of visualizing and transforming data, performing statistical specification and model identification tests, fitting models to data, and iterating among these actions

Report Generator

- Provide functions and APIs that integrate reporting capabilities into the applications.

- The reports generated include PDF, Microsoft® Word, Microsoft PowerPoint®, and HTML
- Have pre-built customizable Word and HTML templates or tools that can design reports based on the organization's templates and standards.

Optimization toolbox

- Can provide functions for finding parameters that minimize or maximize objectives while satisfying constraints.
- Include solvers to find optimal solutions to continuous and discrete problems, perform tradeoff analyses, and incorporate optimization methods into algorithms and applications
- Solvers of the toolbox include linear programming (LP), mixed-integer linear programming (MILP), quadratic programming (QP), second-order cone programming (SOCP), nonlinear programming (NLP), constrained linear least squares, nonlinear least squares, and nonlinear equations.
- The optimization tasks include parameter estimation, component selection, and parameter tuning
- Can create solutions for applications such as portfolio optimization, energy management and trading, and production planning

Spreadsheet Link

- Can connect Excel® spreadsheet software with the application/file workspace, enabling the user to access the file environment from an Excel spreadsheet
- Allow the user to create specific functions to control the way that Spreadsheet Link™ and application start and stop, as well as data and error handling
- Can export, delete, or modify data in application/file workspace without the user leaving Microsoft® Excel® environment
- After user finishes analyzing data in the application/file, the toolbox must enable to user to import the results into a Microsoft Excel spreadsheet
- Capable of executing the software application/file functions using data in Microsoft® Excel® and displaying results in spreadsheets

Statistics and Machine Learning toolbox

- Can analyze and model data using statistics and machine learning
- Analysis tools include descriptive statistics, visualizations, and clustering for exploratory data analysis, fit probability distributions to data, generation of random numbers for Monte Carlo simulations, performing hypothesis tests, and predictive modeling through regression and classification algorithms
- Can do multidimensional data analysis and feature extraction through principal component analysis (PCA), regularization, dimensionality reduction, and feature selection methods
- The toolbox should provide supervised, semi-supervised and unsupervised machine learning algorithms, including support vector machines (SVMs), boosted decision trees, k-means, and other clustering methods

User Technical Support and Maintenance Service

- Provision of 24/7 help desk systems for immediate resolution of technical issues via available platforms – email, website, and telephone.
- Provision of technical support systems and notification of updates that is readily accessible in the Mathworks website.

E. SUBSCRIPTION DURATION

Validity term: **01 March 2025 – 28 February 2026.**

F. TERMS AND CONDITIONS

1. Price quoted shall be firm and irrevocable and not subject to any change whatsoever, even due to an increase in the cost of raw materials components and fluctuations in foreign change rates and excise duties.
2. The service provider should warrant that the software and toolbox items are maintained in accordance with the specifications and provision of maintenance services and technical support are readily available when needed.
3. Payment will be released within thirty (30) days from the issuance of a certificate of acceptance and complete delivery of the items by the end user.

4. Bid price must cover all costs such as duties and taxes, etc. attendant to the online delivery of the items.
5. Delivery (online) should preferably be on or before the effectivity of the new term of validity.

General Conditions:

1. Quotation shall be valid for sixty (60) days from submission
2. Sample/brochure of the item complying with the Specifications shall be submitted together with the quotation/proposal. Non-submission of actual sample/brochures in the proposal is a ground for disqualification. **(As stated in the Terms of Reference/ Specifications)**
3. The following documents shall be attached/included in the submission of proposal/quotation:
 - a. Mayor's / Business Permit
 - b. PhilGEPS Registration Number/Certificate
 - c. Income /Business Tax Return (For ABCs above 500k)
 - d. Omnibus sworn Statement (Annex C)
4. Payment is through LDDAP through a Government Servicing Bank (GSB) and will be processed upon final acceptance of the end users and submission of complete documents. If not a GSB should shoulder all associated Bank Transaction Fee.
5. The Supplier shall clearly state the company name and account name for payment.
6. The price quoted is inclusive of all taxes and other charges.
7. The Supplier shall receive the Notice of Award and Purchase Order/Notice to Proceed within the required time under RA 9184 otherwise the Supplier may be sanctioned under the provision of RA 9184 and its IRR.

Annex A - Department of Energy Suppliers Quotation Submission Form

Solicitation No. _____
Purchase Request No. _____

Please quote your lowest price on the item/s under the specific Request for Quotation, subject to the terms, conditions and specifications as stated in the RFQ. Submit the quotation following the format below in a sealed envelope duly signed by your representative not later than the time and date as indicated in the RFO at the Procurement Management Division Office, 3rd Floor DOE Main Building, Department of Energy Rizal Drive, Energy Center-Bonifacio Global City, Taguig City. LATE SUBMISSION WILL NOT BE ACCEPTED.

Company Logo/Letterhead

Date :
 Company Name :
 Procurement Title :
 Delivery Date/Delivery Terms : [No. of Days] calendar days upon receipt of Purchase Order
 Delivery Location : Department of Energy Main Office, BGC Taguig City
 Payment Terms : Payment shall be processed within thirty (30) days upon completion of delivery of all items or services, submission of all required documents and issuance of end-user's certificate acceptance

Price Quotation:

Terms of Reference/Specifications				
Item No.	Description/ Specification:	Quantity	Unit Price	Total Bid
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

General Conditions:

1. Quotation shall be valid for sixty (60) days from submission
2. Sample/brochure of the item complying with the Specifications shall be submitted together with the quotation/proposal. Non-submission of actual sample/brochures in the proposal is a ground for disqualification. **(If applicable)**
3. The following documents shall be attached/included in the submission of proposal/quotation:
 - a) Mayor's / Business Permit
 - b) PhilGEPS Registration Number
 - c) Income / Business Tax Return
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5. The Supplier shall clearly state the company name and account name for payment.
6. The price quoted is inclusive of all taxes and other charges.
7. The Supplier shall receive the Notice of Award and Purchase Order/Notice to Proceed within the required time under RA 9184, otherwise the Supplier may be sanctioned under the provision of RA 9184 and its IRR.

The above quoted prices are inclusive of all cost and applicable taxes.

After having carefully read and accepted your Terms of Reference/Specification we are submitting our quotation/proposal on the items at prices indicated above.

**Name and Signature of Authorize
Representative**

**Company Name/Business Name and
Address that will be used in the
Notice of Award and Purchase
Order/Notice to Proceed**

**Tel. No. / Cellphone No./ email
address**

Date

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of __, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]
Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]