
 PAMBANSANG MUSEO NG PILIPINAS NATIONAL MUSEUM OF THE PHILIPPINES	PROJECT PROFILE	
	Document Reference No.	NMP-BAC-F-020
	Effectivity Date:	30 June 2023
	Version no.:	2023-000

TITLE: NETWORK ADMINISTRATION TRAINING
LOCATION: NATIONAL MUSEUM OF THE PHILIPPINES – MUSEUM COMPLEX
IMPLEMENTING UNIT: OFFICE OF THE DIRECTOR GENERAL - INFORMATION AND COMMUNICATIONS TECHNOLOGY SECTION
DESCRIPTION: As part of the National Museum of the Philippines' operational continuity and digital evolution, comprehensive Network Administration training for the Information and Communications Technology Section is essential. This initiative will empower the team to expertly design, manage, and safeguard the Museum's core network infrastructure, thereby ensuring uninterrupted support for all administrative and operational activities.
OBJECTIVE: To empower individuals with the necessary expertise to design, implement, maintain, monitor, troubleshoot, and secure an organization's computer network infrastructure.
<input type="radio"/> SCOPE OF WORK (for Infrastructure Projects) <input checked="" type="radio"/> TECHNICAL SPECIFICATIONS (for Goods/Services Projects) <input type="radio"/> TERMS OF REFERENCE (for Consulting Services Projects)
TECHNICAL SPECIFICATIONS: Training Title : COMPTIA NETWORK+ Mode of Training : In-House (Face to Face) Training No. of Participants : 10 PAX Minimum hours of Training : 35 hours Training Objective: To develop the essential skills and knowledge needed to configure, manage, and troubleshoot basic to intermediate network infrastructures, ensuring secure and efficient network operations in accordance with industry standards. Course Outline Module 1: Networking Concepts <ul style="list-style-type: none">• Explain concepts related to the Open Systems Interconnection (OSI) reference model.• Compare and contrast networking appliances, applications, and functions.• Summarize cloud concepts and connectivity options.• Explain common networking ports, protocols, services, and traffic types.• Compare and contrast transmission media and transceivers.• Compare and contrast network topologies, architectures, and types.• Given a scenario, use appropriate IPv4 network addressing.• Summarize evolving use cases for modern network environments. Module 2: Network Implementation <ul style="list-style-type: none">• Explain characteristics of routing technologies.• Given a scenario, configure switching technologies and features.• Given a scenario, select and configure wireless devices and technologies.• Explain important factors of physical installations.

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Module 3: Network Operations

- Explain the purpose of organizational processes and procedures.
- Explain disaster recovery (DR) concepts.
- Given a scenario, implement IPv4 and IPv6 network services.
- Compare and contrast network access and management methods.

Module 4: Network Security

- Explain the importance of basic network security concepts.
- Summarize various types of attacks and their impact on the network.
- Given a scenario, apply network security features, defense techniques, and solutions.

Module 5: Network Troubleshooting

- Explain the troubleshooting methodology.
- Given a scenario, troubleshoot common cabling and physical interface issues.
- Given a scenario, troubleshoot common issues with network services.
- Given a scenario, use the appropriate tool or protocol to solve networking issues.

NMP'S RESPONSIBILITIES


1. Each participant must bring their own device (BYOD)
2. Provides a multimedia projector, microphone, Internet connection/wifi, extensions for laptops, UTP Cables, RJ-45, Crimping tools)

CONTRACTOR'S RESPONSIBILITIES:


1. Manage and conduct the aforementioned topics for the training/program for selected participants.
2. Provide Subject Matter Expert (SME) who will conduct, implement, and facilitate the program/course.
3. Provide training Equipment and materials that necessarily requires during the training
4. Provide hard copy of the course materials and other resources to support continued learning.
5. Submit the final report that includes event proceedings and key outcomes, recommendations, participants' feedback and suggested next steps 5 working days after the end of training.
6. Prepare and grant the corresponding Certificate of Completion to each participant who completes the program/course.



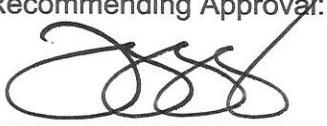
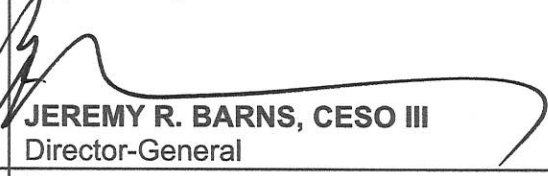
QUALIFICATIONS OF THE SERVICE PROVIDER:

1. The service provider must have a certified trainer and have experience with at least 5 Years
2. The service provider trainer must be training COMPTIA NETWORK+ for at least 2 Years
3. The service provider trainer is a certified COMPTIA Network+
4. The service provider must have a DICT Accreditation Certificate on VA/PT and ISMS.
5. The service provider must have a minimum of two very satisfactory certificates or equivalent within the five years preceding the current year.
6. The service provider must not be blacklisted by any government agency for the last five years.
7. The service provider shall present at least three (3) service performance satisfaction evaluation reports/certificates with at least Very Satisfactory rating (for the last 5 years). In the event that the Prospective Bidder has rendered services to the NMP, that is similar to the project to be bid, and within the said time frame, performance evaluation issued by the NMP shall be included in the list of the required certifications/performance rating to be submitted.

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SOURCE OF FUND: GAA FY 2025
APPROVED BUDGET FOR CONTRACT: The Approved Budget of the Contract (ABC) is Two Hundred Twenty Thousand Pesos (220,000.00) inclusive of VAT and all applicable taxes.
COMPLETION TIME: December 2025
TERMS OF PAYMENT: One hundred (100%) of the total amount identified per training shall be made within 15-30 days after the conduct of every training. This amount shall cover payment for the program management, handouts/manuals, supplies, and materials for the program.
WARRANTIES AND GUARANTEES: The warranty coverage shall be in accordance with Section 62.1 of the 2016 Revised IRR of RA 9184. Non-Disclosure Agreement The Service Provider agrees that any information that may be acquired and/or possessed during the rendering of services by the technical specialist assigned to the NMP shall not be disclosed to or provided to any unauthorized person, partnership firm, or corporation. The technical specialists are prohibited from making unauthorized use of or access to IT resources that could compromise systems. For this, an assigned specialist to the NMP shall be required to execute the Undertaking on Non-Disclosure appended hereto.
CONTRACTOR'S ELIGIBILITY: The Contractor is required to submit at least One (1) similar contract/s awarded and completed from Y2020 to present with an amount of at least fifty percent (50%) of the Approved Budget for the Contract (ABC).
LIQUIDATED DAMAGES: When the SERVICE PROVIDER fails to satisfactorily deliver goods under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the SERVICE PROVIDER shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by way of penalty, an amount equal to 1/10 of 1% of the cost of the delayed contract scheduled for every day of delay until such goods are finally delivered and accepted by the procuring entity concerned. In no case shall the sum of the liquidated damages exceed 10% of the total contract price, in which the procuring entity concerned may rescind the contract and impose appropriate sanctions over and above the liquidated damages.

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PRE-TERMINATION CLAUSE: The contract is effective on the date indicated in the NTP and shall remain in full force for (1 year) or until terminated by either party (NMP or the Service Provider) upon prior written notice by either party. The termination process shall follow the prescribed procedure under IRR-A R.A. 9184. The NMP reserves the right to pre-terminate the contract by serving written notice on the SERVICE PROVIDER. If the SERVICE PROVIDER does not appeal or seek reconsideration of the decision to pre-terminate within Fifteen (15) calendar days from receipt of the notice, the contract is deemed terminated. The grounds for the termination of the contract by the NMP include but not limited to the following: <div><div>1. Violation(s) of any of the terms and conditions of the Contract; and</div><div>2. Any other act or omission by the SERVICE PROVIDER which is detrimental or prejudicial to the interest of the NMP, its employee(s), or the public.</div></div>	
Prepared by:  JAYSON P. DELA CRUZ Computer Maintenance Technologist I	Noted by:  RESTY D. MORANCIL Information Technology Officer I
Date:	Date:
Recommending Approval:  JORELL M. LEGASPI Deputy Director-General for Museums	Approved by:  JEREMY R. BARNs, CESO III Director-General
Date:	Date: