

 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: CYBERSECURITY TRAINING												
LOCATION: NATIONAL MUSEUM OF THE PHILIPPINES – MUSEUM COMPLEX												
IMPLEMENTING UNIT: OFFICE OF THE DIRECTOR GENERAL - INFORMATION AND COMMUNICATIONS TECHNOLOGY SECTION												
DESCRIPTION: The National Museum of the Philippines (NMP), like all government agencies and cultural institutions in the digital age, faces the critical challenge of cybersecurity. For NMP, cybersecurity isn't just about protecting computers; it's about safeguarding its priceless heritage, ensuring its operational resilience, upholding the privacy rights of individuals, and complying with national cybersecurity mandates. Continuous investment in cybersecurity training for its ICT personnel and general security awareness for all staff would be a strategic move.												
OBJECTIVE: To significantly enhance the National Museum of the Philippine's overall cybersecurity resilience, ensuring the robust protection of its digital assets, operational continuity, and compliance with national mandates.												
<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: <table><tr><td>Training Title</td><td>:</td><td>CYBERSECURITY TRAINING</td></tr><tr><td>Mode of Training</td><td>:</td><td>In-House (Face-to-Face) Training</td></tr><tr><td>No. of Participants</td><td>:</td><td>10 PAX</td></tr><tr><td>Minimum hours of Training</td><td>:</td><td>24 hours</td></tr></table> Training Objective: To increase awareness of cyber threats, promote safe online behavior, Build practical security skills, ensure compliance with regulations and standards, improve incident response readiness, and establish a security-first culture. Program Structure and Outline <ul style="list-style-type: none">● Module 1 - Security Principles<ul style="list-style-type: none">○ Security Concepts of Information Assurance○ Risk Management Process○ Security Controls○ Governance Processes● Module 2 - Business Continuity, Disaster Recovery, & Incident Response Concepts<ul style="list-style-type: none">○ Business Continuity○ Disaster Recovery○ Incident Response● Module 3 - Access Control Concepts<ul style="list-style-type: none">○ Physical Access Controls○ Logical Access Controls● Module 4 - Network Security<ul style="list-style-type: none">○ Computer Networking	Training Title	:	CYBERSECURITY TRAINING	Mode of Training	:	In-House (Face-to-Face) Training	No. of Participants	:	10 PAX	Minimum hours of Training	:	24 hours
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<ul style="list-style-type: none"> ○ Network Threats & Attacks ○ Network Security Infrastructure ● Module 5 - Security Operations <ul style="list-style-type: none"> ○ Data Security ○ System Hardening ○ Best Practices Security Policies ○ Security Awareness Training
<p>NMP’S RESPONSIBILITIES</p> <ol style="list-style-type: none"> Each participant must bring their own device (BYOD) Provides a multimedia projector, microphone, Internet connection/wifi, extensions for laptops <p>SERVICE PROVIDER’S RESPONSIBILITIES:</p> <ol style="list-style-type: none"> Manage and conduct the aforementioned topics for the training/program for selected participants. Provide Subject Matter Expert (SME) who will conduct, implement, and facilitate the program/course. Provide training Equipment and materials that necessarily requires during the training Provide hard copy of the course materials and other resources to support continued learning. 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. Prepare and grant the corresponding Certificate of Completion to each participant who completes the program/course.
<p>QUALIFICATIONS OF THE SERVICE PROVIDER:</p> <ol style="list-style-type: none"> The service provider must have a DICT Accreditation Certificate on VA/PT and ISMS. The service provider must have a Mile2 Accreditation Certificate. The service provider must have International CyberSecurity Certifications such as but not limited to L PT, ISC2 CISSP, CompTIA CASP+, & ISACA CISM. The service provider must have a recognized certification as a Cybersecurity Trainer or other equivalent certification issued by DICT, DAP, or any equivalent recognized institution. The service provider must have conducted at least two (2) professional trainings or workshops related to web development, conducted for any recognized group, institution, or organization. The service provider must have a minimum of two very satisfactory certificates or equivalent within the five years preceding the current year. The service provider must not be blacklisted by any government agency for the last five years. 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.
<p>SOURCE OF FUND: GAA FY 2025</p>
<p>APPROVED BUDGET FOR CONTRACT: The Approved Budget of the Contract (ABC) is One Hundred Seventy Thousand Pesos (170,000.00) inclusive of VAT and all applicable taxes.</p>

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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.




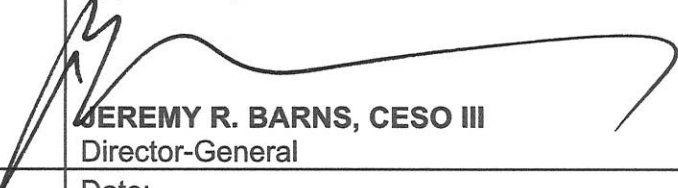
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PRE-TERMINATION CLAUSE:

The contact 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:

1. Violation(s) of any of the terms and conditions of the Contract; and
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.

Prepared by:  EDAN DANRY A. TORIANO, ECT, CC 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: