



Palau National Communications Corporation
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RFP No. 19.229

Opening on: **September 5, 2019**
Closing on: **October 4, 2019**

REQUEST FOR PROPOSALS (RFP)
For the
Palau National Communications Corporation
Comprehensive Business Protection Plan

Competitive Negotiated Contract

The Palau National Communications Corporation (PNCC), is now accepting bid proposals from interested Entities, Agencies, or individual for its **Comprehensive Business Protection Plan**. Quoted prices should remain valid for a minimum 60 days after date of bid opening.

Bid proposals to reflect, at the minimum, requirements in attached Outline Specifications & Requirements. Interested bidders may contact Mr. Leo Ben Teriong, CEO/CFO, for more details and/or other information required to submit the bid directly via email to leot@pnccpalau.com or by phone (680) 587-9000.

PNCC reserves the right to reject any and all proposals. In the submission of a proposals, the bidder gives PNCC the right to solicit recommendations and references from previous and present employee or customers, as to reliability and competence of the bidder, among other qualifications, and also the right to inspect and/or inquire further on the bidder's performance.

Proposals must be received no later than, Friday, October 4, 2019 at 4:00 p.m. Palau Time at the PNCC Headquarters Building located at Ngerusar, Airai State. All proposals must be sealed and addressed to;

Palau National Communications Corporation
Corporate Headquarters
Attn: O'Brien O. Ngemaes, Procurement Duty Manager
One Airport Road – Airai
P. O. Box 99
Koror, Palau PW 96940

Please have "RFP NO. 19.229" written on the outside of the envelope. If email is preferable, proposal must be sent to the PNCC Procurement Duty Manager, O'Brien O. Ngemaes, only, at: pncc.rfp@palaunet.com with subject heading stating "Response to RFP NO. 19.229" email submissions will not be viewed until the day of the bid opening.

Proposals will be opened and reviewed in accordance with evaluation procedures specified in the PNCC Procurement Policy and Regulations. Proposals shall only be opened and viewed by PNCC personnel authorized to participate in the evaluation process, strict confidentiality shall be kept until the awarding of the RFP. Proposals shall be available for public inspection only after an award has been made. All proposals will be responded to at the earliest time practical.

Any persons or entity offering a proposal pursuant hereto acknowledges and agrees that PNCC's Procurement Policy and Regulations are binding on them in this activity.



Leo Ben Teriong
Chief Executive Officer/CFO

9.4.19

Outline Specifications & Requirements
Comprehensive Business Protection Plan

The following are general provisions and requirements that bidders must adhere to in the submittal of proposals and performance of services.

- Describe product/service in terms of solutions both, generally, and on a module by module basis stating major functionality and benefits.
- Describe type of support and other services (consulting, maintenance, warranty, etc.) available including plans and policies and specifics about how support, etc., will be provided, if any.
- Package development plans and policies including but not limited to examples of recent feature enhancements and plans for short term and long term periods, if any.
- A minimum of three references, and if they may be contacted, and how or if the company can arrange for said contact.
- Cost of Package Services, customizations, modifications, implementations, configurations, and training. Identify all other costs that may be incurred. Include Payment Policy and terms, as well as, pricing notes and conditions.
- All costs in the proposal must be in U.S. Dollars.
- Identify any incremental or optional up front and on-going costs, if any.
- Identify any options and/or variations that may add value to the proposal, if any.
- Identify any additional requirements and recommendations, if any.
- Proposal must address the following (but is not limited to):
 - 1 Typhoon, Earthquake, Fire & Lightning, Extended Coverage, Vandalism & Malicious Mischief, and theft & Burglary to insure Real Property, Business Personnel Property, and Inventory (Consumable Stock) Items.
 - a. Insured amount shall be at least the total amount shown on the PNCC schedule(available upon request)
 - 2 Business Income Interruption.
 - a. Provide proposal for three (3) months and six (6) months.
 - 3 Ocean Marine Hull Coverage for Hull Machinery and Equipment, War & Strike, and Protection & Indemnity.
 - a. Insured amount shall be as shown on the PNCC schedule (available upon request).
 - 4 Fidelity Bonds to insure Officers and Employees.
 - a. Insured amount shall be for \$500,000.00
 - 5 Officers & Employees: Liability Insurance.
- Proposals must include, but not limited to the following minimum requirements:
 - Annual Premium for annual and multi-year policy.
 - Deductible Amount,
 - Company Rating as provided under A.M. Best rating list or equivalent,
 - Listing of Affiliated Companies,
 - Financial data and references, and
 - Number of years in business as Insurance Agency/Provider.

Optional Requirements:

- Contract Period – 03 Years
 - Benefits Summary (Schedule of Detailed Benefits)
 - Provide information-provide detailed information to include, but not limited to the following:
 - Directory of participating comprehensive business protection plan providers
 - History and performance of contracted obligation with providers
 - History and performance of contracted obligation with client personnel
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- Price
 - Warranty
 - History/References
 - Delivery Time
 - Ability to show reliability
 - Support Service to Enforce Warranty
 - Payment Schedule based on the negotiated terms

The RFP Submission Requirements included:

1. Transmittal Letter: The respondent must submit a transmittal letter on the Respondent's official business letterhead. The letter must:
 - Provide general information about the company and product including relevant corporate and legal framework, relevant business organization and control, as well as, other particulars about the company and product.
 - Identify all coduments being forwarded collectively;
 - Include any restrictive or additional conditions that the Respondent may need to identify in relation to providing the requested services
2. Provide a copy of appropriate and valid business license(s) to furnish the services;

Palau National Communications Corporation – Background

PNCC is a public corporation established in 1982 that provides full-service telecommunications nationwide in the Republic of Palau. PNCC has 98 employees and a subscribers of over 24,000, offering the following services as well as many prepaid services:

- Fixed Line Telephone Service
- Internet Service
- Digital Cable TV Service
- Cellular (GSM) Service/Roaming Service
- International/National Carrier Settlement & Interconnection