

Project : **Supply and Delivery of Adobe Creative All Apps**
Budget/Program : **General Administration and Support**
Approved Budget for the Contract : **Php 1,100,000.00**
Delivery Period : **30 Calendar Days**

TERMS OF REFERENCE

1. PROJECT SCOPE

The project scope shall include delivery of 5 licenses of Adobe Creative All Apps for Three (3) Years subscription.

2. APPROVED BUDGET FOR THE CONTRACT (ABC)

The Approved Budget for the Contract is One Million One Hundred Thousand (1,100,000.00) Inclusive of Value-Added Tax (V.A.T.) and all other applicable government taxes.

3. TERMS OF ENGAGEMENT

The Terms of Engagement will be for Three (3) Years, with expected full supply, and delivery within thirty (30) Calendar Days upon receipt of Notice to Proceed (NTP).

4. SERVICE REQUIREMENTS

4.1 Core Requirements

Subscription of Five (5) licenses for Adobe Creative All APPS.

Product Family : Creative Cloud for teams All Apps

Version : All

Operating System : Multiple Platforms

Language : Multi Languages

Product Type : Team Licensing

Product Type Detail : 3 Years

5. WARRANTY AND SUPPORT

5.1 Three (3) years warranty and technical support including all necessary subscription services and updates within the warranty period.

5.1.1 24x7 support availability by phone, email, online and onsite support

5.1.2 Unlimited access to the online knowledge base portal

5.1.3 Unlimited access to the online web support portal

6. DEVIATION FROM REQUIREMENTS

The vendor will be allowed to deviate from the requirements of this TOR provided that said deviations will be equal or greater than those stipulated. Furthermore, any and all deviations should be listed and explained in detail within their proposal under a separate and dedicated provision.

7. LIQUIDATED DAMAGES

Where the Contractor refuses or fails to satisfactorily complete the work within the specified contract time, plus any time extension duly granted and is thereby in default under the Contract, The Contractor shall pay the DOJ for Liquidated Damages pursuant to implementing rules and regulations of R.A. 9184.

Prepared by:

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