



MANILA ELECTRIC COMPANY (MERALCO)
Ortigas Center, Brgy. Ugong, Pasig City

REQUEST FOR INFORMATION
(SCM RFI NO. IP0125-0403-1)
PHISHING SIMULATION TOOL

MERALCO is currently looking for a **Phishing Simulation Tool** to measure the effectiveness of its awareness and communication initiatives. This tool will serve as a metric to evaluate employees' level of awareness. It will also provide the organization with essential information to continuously refine its communication strategy by identifying weak areas in employees' cyber security knowledge that require focused attention. To this end, a Request for Information (RFI) to gather comprehensive data on phishing simulation tool is released.

DETAILS
The Phishing Simulation Tool aims to create and reinforce employee awareness and vigilance against evolving cyber security threats such as phishing and spoofing. It also helps promote best practices in preventing the proliferation of cyberattack intrusions.
MERALCO expects the tool to cover the following high-level criteria:
<ul style="list-style-type: none">Campaign Customization and ManagementAnalytics and ReportingUser ManagementPhishing and Cyber Awareness Platform ManagementSecurity and ComplianceDeployment and Support

CALENDAR OF ACTIVITIES:

ACTIVITY	DATE	TIME
Submission of Letter of Intent	February 05 – 13, 2025	Until 11:59 PM of February 13, 2025
Submission of Non-Disclosure Agreement	February 13 – 18, 2025	Until 11:59 PM of February 18, 2025
Release of RFI documents to Vendors	February 24, 2025	Until 11:59 PM of February 24, 2025

- Interested vendors are requested to submit the following:
- Certificate of Authorized Distributorship or Authorized Reseller Certificate (for Local Partners)
 - Letter of intent to participate in the Request for Information

Supplemental Information:

- This RFI is non-binding and does not constitute a commitment to acquire vendor's products or services.
- Vendors shall shoulder all costs associated in the preparation of their responses (e.g., preparation of budgetary quotation, conduct of Proof of Concept/ Product Demo, among others).
- Responses received are to be used solely for informational and benchmarking purposes only.
- Documents or information provided with the responses shall become property of MERALCO.
- No bid fees are to be imposed in relation to this RFI.
- Non-Disclosure Agreement (NDA) is required prior the release of RFI document, and confidential data to the vendors.

- MERALCO reserves the right to:
- Issue an addendum to the RFI at any time as a result of questions, change in submission schedule, or other matters; and
 - To cancel or reissue the RFI on a reasonable basis.

Submitted Letter of Intent (LOI) should be in portable document format (PDF) with the required supporting document, send via email to Christy Benig (group.category.mgmt.ict@meralco.com.ph) not later than **11:59PM, February 13, 2025**. For inquiries or clarifications prior to the submission deadline, respondents may communicate directly to the assigned buyer.

(sgd.)
GLEN N. SAN PEDRO
Head, Supply Chain Management

MERALCO employs strict cybersecurity controls. Kindly refer to the following link for the Vendor Cybersecurity Advisory: <https://company.meralco.com.ph/news-and-advisories/supply-chain-management-invitations-bid>