Specifications for Google Application Subscription/GSuite Enterprise Email Renewal

Name: **GSUITE BASIC**

Number of users: **220**

Period Covered: March 26, 2020 to March 25, 2021 (12 Months/ Monthly billing)

Should include the following Cloud Services
1. email
2. Word Processor
3. Spreadsheets
4. Slides Presentation
5. 30GB Storage
6. Contact Management
7. Calendar, Time Management and Scheduling Application
8. Discussion Groups Application
9. Chat
10. Video Meeting Up to 100 participants
11. Note Taking
12. Webpage Creation
13. Administrator Console

The proposal shall include
- One (1) Session GSuite Administrators Training, Maximum of ten (10) Participants
- One (1) Session GSuite End-user Training, Maximum of thirty (30) Participants

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