

PHILIPPINE BIDDING DOCUMENTS

Procurement of ICT Equipment and Peripherals

Project Identification Number: DOT-BAC IB 2021-017

Table of Contents

Glossary of Acronyms, Terms, and Abbreviations	3
Section I. Invitation to Bid.....	7
Section II. Instructions to Bidders.....	11
1. Scope of Bid	12
2. Funding Information.....	12
3. Bidding Requirements	12
4. Corrupt, Fraudulent, Collusive, and Coercive Practices	13
5. Eligible Bidders.....	13
6. Origin of Goods	13
7. Subcontracts	13
8. Pre-Bid Conference	13
9. Clarification and Amendment of Bidding Documents	13
10. Documents comprising the Bid: Eligibility and Technical Components	14
11. Documents comprising the Bid: Financial Component	14
12. Bid Prices	14
13. Bid and Payment Currencies	15
14. Bid Security	15
15. Sealing and Marking of Bids	15
16. Deadline for Submission of Bids	16
17. Opening and Preliminary Examination of Bids	16
18. Domestic Preference	16
19. Detailed Evaluation and Comparison of Bids	16
20. Post-Qualification	17
21. Signing of the Contract	17
Section III. Bid Data Sheet	18
Section IV. General Conditions of Contract	21
1. Scope of Contract	22
2. Advance Payment and Terms of Payment	22
3. Performance Security	22
4. Inspection and Tests	22
5. Warranty	23
6. Liability of the Supplier	23

Section V. Special Conditions of Contract	24
Section VI. Schedule of Requirements	27
Section VII. Technical Specifications	30
Section VIII. Checklist of Technical and Financial Documents	53

Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

CDA - Cooperative Development Authority.

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

DDP – Refers to the quoted price of the Goods, which means “delivered duty paid.”

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

Foreign-funded Procurement or Foreign-Assisted Project– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

Framework Agreement – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

GFI – Government Financial Institution.

GOCC – Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports,

communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

Supplier – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

UN – United Nations.

Section I. Invitation to Bid



INVITATION TO BID FOR THE *Procurement of ICT Equipment and Peripherals*

- The *Department of Tourism (DOT)*, through the *General Appropriations Act (GAA) Continuing Funds 2020* intends to apply the following sum, inclusive of applicable taxes, being the ABC to payments under the contract for “*Procurement ICT Equipment and Peripherals*” (Project Identification No. *DOT-BAC IB 2021-017*):

Lot No.	ITEMS	Approved Budget for the Contract (ABC) per Lot:
1	Laptop	PhP 439,465.00
2	Network Devices	PhP 967,813.00
3	Desktop UPS	PhP1,912,092.00
4	Peripherals	PhP1,708,440.00
5	Printers	PhP 364,651.00
TOTAL		PhP5,392,461.00

Bids received in excess of the ABC shall be automatically rejected at bid opening.

- The *DOT* now invites bids for the above Procurement Project. Delivery of the Goods is required by *Forty-Five (45) calendar days upon receipt of the Notice to Proceed*. Bidders should have completed, within *three (3) years* from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
- Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

- Prospective Bidders may obtain further information from the DOT-Bids and Awards Committee (BAC) Secretariat through the contact details given below and inspect the Bidding Documents as posted on the websites of the DOT and the Philippine Government Electronic Procurement System (PhilGEPS).
- A complete set of Bidding Documents may be acquired by interested Bidders on *November 16, 2021 to December 3, 2021 (8:00 a.m. to 5:00 p.m.) and December 6,*

2021 (up to 9:00 a.m. only) from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of PhP10,000.00 in accordance with the following schedule:

Lot No.	ITEMS	Approved Budget for the Contract (ABC) per Lot:	Bidding Documents Fee
1	Laptop	PhP 439,465.00	PhP 500.00
2	Network Devices	PhP 967,813.00	PhP1,000.00
3	Desktop UPS	PhP1,912,092.00	PhP4,000.00
4	Peripherals	PhP1,708,440.00	PhP4,000.00
5	Printers	PhP 364,651.00	PhP 500.00

Or deposited to:

Account Name	Department of Tourism-Regular Trust
Account Number	00-0-05002-407-4
Beneficiary's Bank	Development Bank of the Philippines (DBP)
Bank Branch	F. Zobel Branch
Address	809 J.P Rizal corner F. Zobel St., Makati City, Philippines

(Note: Please send a copy of the Transaction report or any proof of payment at the email address mpsingzon@tourism.gov.ph / dot.bac@tourism.gov.ph)

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of DOT, provided that bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

6. The **DOT** will hold a virtual Pre-Bid Conference on **November 23, 2021 at 11:00 a.m.** using the Google Meet platform. The prospective bidders are advised to send their email address to the DOT-BAC Secretariat official email at dot.bac@tourism.gov.ph/jpvillamin@tourism.gov.ph not later than 5:00 p.m on **November 22, 2021**.
7. Bids must be duly received by the BAC Secretariat through manual submission **on or before December 6, 2021 at 9:00 a.m. only** at the office address indicated below. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **December 6, 2021 at 11:00 a.m.** at the given address below.

The Opening of Bids will be conducted through video conference using the Google Meet platform on December 6, 2021 at 11:00 a.m.

Prospective bidders who are interested in joining the opening of bids must send the following details to the BAC Secretariat via e-mail at dot.bac@tourism.gov.ph not later than 5:00 p.m. of December 3, 2021.

- ***Name of Representative(s) - Maximum of two (2)***
- ***Company Name:***
- ***Email Address:***
- ***Contact No.***

10. All documents shall be current and updated and any missing document in the checklist is a ground for outright rejection of the bid. Bidder shall submit ***one (1) original*** and ***five (5) photocopies*** of the first and second components of its bid in sealed envelope.

To facilitate the evaluation of the bids, bidders are advised to follow the arrangement in the checklist when placed in an Envelope, with documents bounded, tabbed and labeled accordingly.

11. The ***DOT*** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
12. For further information, please refer to:

Mr. GODOFREDO R. MALDONADO, JR.
Head, DOT-BAC Secretariat
Procurement Management Division
4th Floor, DOT Bldg.
351 Sen. Gil Puyat Ave., Makati City
Telephone Nos. 8459-5200 to 30 Loc. 425
Email Address: grmaldonado@tourism.gov.ph
Facsimile No.: 8459-5200 to 30 Loc. 425
Website Address: www.tourism.gov.ph

13. You may visit the following websites:

For downloading of Bidding Documents: ***www.tourism.gov.ph /www.philgeps.gov.ph***

(Original Signed)
OIC-USEC. REYNALDO L. CHING
DOT-BAC Chairperson

November 15, 2021

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, *Department of Tourism*, wishes to receive Bids for the “*Procurement of ICT Equipment and Peripherals*” with Project Identification Number *DOT-BAC IB 2021-017*.

The Procurement Project (referred to herein as “Project”) is composed of *five (5) lots*, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

- 2.1. The GOP through the source of funding as indicated below for Continuing Funds FY 2020:

For Lot No. 1 – Four Hundred Thirty-Nine Thousand Four Hundred Sixty-Five Pesos (PhP439,465.00);

For Lot No. 2 – Nine Hundred Sixty-Seven Thousand Eight Hundred Thirteen Pesos (PhP967,813.00);

For Lot No. 3 – One Million Nine Hundred Twelve Thousand Ninety-Two Pesos (PhP1,912,092);

For Lot No. 4 – One Million Seven Hundred Eight Thousand Four Hundred Forty Pesos (PhP1,708,440.00); and

For Lot No. 5 – Three Hundred Sixty-Four Thousand Six Hundred Fifty-One Pesos (PhP364,651.00).

- 2.2. The source of funding is the General Appropriations Act Continuing Funds 2020.

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. Foreign ownership limited to those allowed under the rules may participate in this Project.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA’s CPI, must be at least equivalent to at least fifty percent (50%) of the ABC.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a virtual pre-bid conference for this Project on *November 23, 2021 at 11:00 a.m.* using the Google Meet platform as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the

IB, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within *three (3) years* prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
 - a. For Goods offered from within the Procuring Entity's country:
 - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);

- ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in e.
- b. For Goods offered from abroad:
- i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

13. Bid and Payment Currencies

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 13.2. Payment of the contract price shall be made in Philippine Pesos.

14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid until **February 28, 2022**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which

must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

16. Deadline for Submission of Bids

The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

17. Opening and Preliminary Examination of Bids

17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

18. Domestic Preference

The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.

19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.

19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.

19.4. The Project shall be awarded as follows:

One Project having several items grouped into several lots, which shall be awarded as separate contracts per lot.

- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the BDS.

21. Signing of the Contract

The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

Section III. Bid Data Sheet

Bid Data Sheet

ITB Clause																					
5.3	For this purpose, contracts similar to the Project shall be: <ul style="list-style-type: none"> a. ICT Equipment and peripherals b. completed within three (3) years prior to the deadline for the submission and receipt of bids. 																				
7.1	Subcontracting is not allowed.																				
12	Price of Goods shall be DDP. All costs at the account of the supplier until final delivery to the end-user and acceptance.																				
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: <ul style="list-style-type: none"> a. The amount of not less than 2% of the ABC if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit as follows: <ul style="list-style-type: none"> For Lot No. 1: PhP8,789.30 For Lot No. 2: PhP19,356.26 For Lot No. 3: PhP38,241.84 For Lot No. 4: PhP34,168.80 For Lot No. 5: PhP7,293.02 <p style="text-align: center;">Or</p> b. The amount of not less than 5% of the ABC, if bid security is in Surety Bond, as follows: <ul style="list-style-type: none"> For Lot No. 1: PhP21,973.25 For Lot No. 2: PhP48,390.65 For Lot No. 3: PhP95,604.60 For Lot No. 4: PhP85,422.00 For Lot No. 5: PhP18,232.55 																				
19.3	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%; text-align: center;">Lot No.</th> <th style="width: 60%; text-align: center;">ITEMS</th> <th style="width: 30%; text-align: center;">Approved Budget for the Contract (ABC) per Lot:</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Laptop</td> <td style="text-align: right;">PhP 439,465.00</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Network Devices</td> <td style="text-align: right;">PhP 967,813.00</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Desktop UPS</td> <td style="text-align: right;">PhP1,912,092.00</td> </tr> <tr> <td style="text-align: center;">4</td> <td>Peripherals</td> <td style="text-align: right;">PhP1,708,440.00</td> </tr> <tr> <td style="text-align: center;">5</td> <td>Printers</td> <td style="text-align: right;">PhP 364,651.00</td> </tr> </tbody> </table>			Lot No.	ITEMS	Approved Budget for the Contract (ABC) per Lot:	1	Laptop	PhP 439,465.00	2	Network Devices	PhP 967,813.00	3	Desktop UPS	PhP1,912,092.00	4	Peripherals	PhP1,708,440.00	5	Printers	PhP 364,651.00
Lot No.	ITEMS	Approved Budget for the Contract (ABC) per Lot:																			
1	Laptop	PhP 439,465.00																			
2	Network Devices	PhP 967,813.00																			
3	Desktop UPS	PhP1,912,092.00																			
4	Peripherals	PhP1,708,440.00																			
5	Printers	PhP 364,651.00																			

ITB Clause	
20	The Lowest Calculated Bidder (LCB) should submit their latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) during the Post-Qualification.
21	<i>No further instructions</i>

Section IV. General Conditions of Contract

1. **Scope of Contract**

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. **Advance Payment and Terms of Payment**

2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. **Performance Security**

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

4. **Inspection and Tests**

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC**, **Section IV (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

- 6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 6.2. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

Section V. Special Conditions of Contract

Special Conditions of Contract

GCC Clause	
1	<p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p>“The delivery terms applicable to this Contract are delivered <i>at the 351 Gil Puyat Avenue, The New DOT Bldg., Makati City</i>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is: PAUL BRIAN D. LAO Project Officer Email: pdlao@tourism.gov.ph Tel. No. 459-5200 loc. 302</p>
	<p>Packaging –</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit.</p> <p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination</p>

	<p>Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation –</p> <p>Transportation or delivery of the goods to the identified delivery, , including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	<i>Partial payment is not allowed.</i>
4	<i>The inspection, tests, if applicable, and final acceptance are conducted by the Project Officer.</i>

Section VI. Schedule of Requirements

Schedule of Requirements

Procurement of ICT Equipment and Peripherals

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item Number	Description	Quantity	Total	Delivered, Weeks/Months
Lot No. 1	Laptop	5	5	Forty-Five (45) calendar days upon receipt of the Notice to Proceed (NTP)
Lot No. 2	Network Devices			
	Network Switch UPS 1400 VA	30	30	
	24 Port Gigabit Switch	25	25	
	Access Point	20	20	
	24 Port PoE Gigabit Switch	3	3	
Lot No. 3	Desktop UPS	300	300	
Lot No. 4	Peripherals			
	1TB SSD External Drive	65	65	
	128GB ixpand OTG	65	65	
	64GB Ultra USB OTG Drive	65	65	
	128GB Ultra USB OTG Drive Type C	65	65	
	Webcam	60	60	
	Headset	60	60	
Lot No. 5	Printers			
	Multi-Function Laser Printer	10	10	
	Dot Matrix Printer	2	2	
	Multi-Function Inkjet Printer	10	10	
	Compact Printer	4	4	

The project site is at Department of Tourism, 351 Sen. Gil Puyat, Makati City

*More detailed service requirements and technical specifications are found under **Section VII. Technical Specifications.** *

Conforme:

Name of Bidder's/Representative

Signature/Date

Section VII. Technical Specifications

Technical Specifications

Note: Bidders must state under Statement of Compliance either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the **form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate.** A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.

Item	Specification	Statement of Compliance
Lot No. 1	LAPTOP (5 units) <ul style="list-style-type: none"> - Enterprise model Laptop - Equivalent 10 Generation Intel Core i7-10510U (4-Core, 8M cache, base 1.8GHz, up to 4.9GHz) - Must not exceed 14" FHD (1920x 1080) Anti-Glare Non-Touch, Camera & Microphone, WLAN Capable - Energy STAR Qualified - EPEAT 2018 Registered (at least Bronze) - Non-Backlit Power Button with No Fingerprint Reader - 16GB,1x16GB, DDR4 Non-ECC - M.2 256GB PCIe NVMe Class 35 Solid State Drive - 2.5" 1TB 5400RPM SATA Hard Drive - 65 Watt AC Adapter - Power Cord for 3-pin Adapter (US) - Cell 40Whr Express Charge Capable Battery - Equivalent to Intel Dual Band Wi-Fi 6 AX201 2x2 802.11ax 160MHz + Bluetooth 5.1 (WLAN Driver Intel AX201, CML /9260, KBL-R with Bluetooth) 	

Item	Specification	Statement of Compliance
	<ul style="list-style-type: none"> - Single Pointing Non-backlit Keyboard (English) - Latest Propriety Operating System (Professional) 64 bit and version - Must have Client System Update (for BIOS, Drivers, Firmware and Apps) - Equivalent to Waves Maxx Audio - Must have Power Manager - Must have Support Assist OS Recovery Tool - Must have optimizer within built-in AI, intelligent audio and Intel Adaptix technology to learn usage or how a typical applications, continuously improving and applying settings to get the most nimble performance possible. Automatically tune system by adjusting background noise, managing speech volume and refining overall sound experience for every conference call in the room no matter where. - Must be capable of digital delivery client for safe keeping of licenses key. - Partner Operations Support B2B - Warranty and Support <p>Limited Warranty: 3 years labor and parts – PH</p> <p style="padding-left: 40px;">: at least 1 year on battery and accessories</p> <p>3Yr Technical Support –PH</p> <p>Parts and labor response</p> <p>7x24 Technical Support & Assistance: PH</p> <p>Same or NBD Onsite Service – PH</p> <p>Direct Online cases and dispatch</p> <p>Dispatch monitoring and crisis management</p> <p>Escalation management</p> <p>Collaborative 3rd party assistance</p>	

Item	Specification	Statement of Compliance
	<p>Predictive / proactive automated issue detection, notification and case creation</p> <p>Predictive / proactive issue detection for failure prevention</p> <p>VIP / Priority Access to engineers</p> <p>Accidental damage repair</p> <p>Hard Drive Retention</p> <p>Dedicated Technical Account Handler</p> <p>Monthly support history and contract reporting</p> <p>-Accessories</p> <p>Essential Backpack 15-ES1520P-Fits most laptops up to 15”</p> <p>Mobile Wireless Mouse MS3320W – Black</p>	
<p>Lot No. 2</p>	<p>NETWORK DEVICES</p> <p>A. Network Switch UPS 1400VA (30 units)</p> <p>Output:</p> <p>Output Capacity- 1400 VA / 700 Watts</p> <p>Output Voltage / Frequency (On utility) - 230V, 50/60+/-1Hz</p> <p>Output Voltage / Frequency (On battery)</p> <p style="padding-left: 40px;">230 Vac +/- 8% 50 or 60 Hz +/-1 Hz (auto-sensing)</p> <p>Output Connections</p> <p style="padding-left: 40px;">- 4 Universal and 2 IEC sockets</p> <p style="padding-left: 40px;">(all with battery backup and surge protection)</p> <p>Waveform Type -Stepped Approximation to Sine Wave</p> <p>Input:</p> <p>Input Voltage /Frequency -150 – 280V, 50/60Hz +/-3Hz (default:50Hz)</p> <p>Input Connection- IEC-320 C14, NEMA 5-15P</p> <p>Surge Protection:</p>	

Item	Specification	Statement of Compliance
	<p>AC Power Surge Protection- All sockets</p> <p>Data Line Surge Protection- RJ-11 Modem/Fax protection</p> <p>Physical:</p> <p>Unit Dimensions (H x W x D) - 215 x 130 x 336 mm</p> <p>Unit Weight- 12.0 Kg</p> <p>Shipping Dimensions (H x W x D) - 295 x 245 x 440 mm</p> <p>Shipping Weight- 13.0 Kg</p> <p>Color- Black</p> <p>Battery:</p> <p>Battery Type - Maintenance-free, sealed lead-acid battery, leak proof</p> <p>Battery Size- 12 volt, 7.2 Ah x 2</p> <p>Management:</p> <p>Alarms- Visual (LED) and audible alarms</p> <p>Adjustable Sensitivity and Transfer Voltage - Low, Medium (default), High</p> <p>Auto-Shutdown Software</p> <ul style="list-style-type: none"> - Power Chute Personal Edition - (Via USB interface. USB cable not included) 	
	<p>B. 24 Port Gigabit Switch (25 units)</p> <p>Standard – IEEE 802.3, 802.3u, 802.3x, 802.3ab, 802.3az</p> <p>Number of ports – 24 Gigabit</p> <p>MAC Address Table Size – 8,000 entries</p> <p>Speed – 10/100/1000</p> <p>Bandwidth – 48 Gbps (non-blocking)</p> <p>Performance:</p>	

Item	Specification	Statement of Compliance
	<p>- Full line rate and forwarding rate of 64B frame at:</p> <ul style="list-style-type: none"> -1.488 Mpps for 1000M port -0.1488 Mpps for 100M port -0.01488 Mpps for 10M port <p>Quality of Service – 802.1p and DSCP</p> <p>Status LEDs – Link, speed, and activity indicators</p> <p>Power supply – Internal</p> <p>Power – 110-240VAC, 50/60Hz</p> <p>Power Saving – Cable connected detection sleep mode</p> <p>Power consumption in Idle/Use (100% Traffic) – 3.62W / 11.89W</p> <p>Fan – none</p> <p>Enclosure Type – Metal</p> <p>Unit Dimensions – (17.3 x 7.9 x 1.7in)</p> <p>Unit weight – 2.290kg (5.05 lbs.)</p> <p>Temperature (Operating)- 0 to 50°C (32 to 122°F)</p> <p>Temperature (Storing)- -40 to 70°C (-40 to 158°F)</p> <p>Humidity (Operating) – 10 to 90% (non-condensing)</p> <p>Certifications – FCC Class A, CE Class A, UL, CB</p> <p>Mounting – Rack mount</p> <p>Minimum System Requirements:</p> <ul style="list-style-type: none"> -Connected device need Ethernet connectivity and ethernet cables <p>Warranty and support – 5 years</p> <p>Package Contents:</p> <ul style="list-style-type: none"> -Linksys LGS124 24-Port Gigabit Ethernet Switch 	

Item	Specification	Statement of Compliance
	-Power cord and Quick Start Guide	
	<p>C. Access Point (20 units)</p> <ul style="list-style-type: none"> -WiFi Technology (802.11n) - Dual Band (2.4Ghz + 5 Ghz) capability and Speeds up to 600 Mbps/*IPv6 Support - High Power Wireless Coverage - Single Point Control: Clustering - Gigabit Ethernet Port - 3 in 1 Access Point, WDS and Workgroup Bridge – - Network Standards: IEEE 802.11n IEEE 802.11g IEEE 802.11b - VLAN: 802.1q-based VLAN - Ports: 1 Gigabit Ethernet Port - PoE 802.3at - One system LED - MIMO: 2x2 - Antenna Type: Internal - Antenna Gain: 1.8 dBi @ 2.4 GHz; 3.5 dBi @ 5 GHz - RF Transmit Power: 802.11b @ 11 Mbps: 21 dBm 802.11g @ 54 Mbps: 20 dBm 802.11n @ HT20/HT40 MCS7/15: 19dBm - Radio Frequency Channels: 2.412 to 2.462 GHz; 11 channels 5.180 to 5.240 GHz; 4 channels 	

Item	Specification	Statement of Compliance
	<p style="text-align: center;">5.745 to 5.825 GHz; 5 channels</p> <ul style="list-style-type: none"> - Receive Sensitivity: 802.11b @ 11 Mbps: -85 dBm <li style="padding-left: 40px;">802.11a/g @ 54 Mbps: -70 dBm <li style="padding-left: 40px;">802.11n @ HT20 MCS7/15: -65 dBm <li style="padding-left: 40px;">802.11n @ HT40 MCS7/15: -62 dBm - Maximum Power Consumption: 17W 	
	<p>D. 24 Port PoE Gigabit Switch (3 units)</p> <ul style="list-style-type: none"> - 24 Gigabit Ethernet Autosensing Ports - Port Standards & Functions: IEEE 802.3, 802.3u, 802.3ab complaint <li style="padding-left: 40px;">IEEE 802.3x Flow Control <li style="padding-left: 40px;">IEEE 802.3az EEE complaint <li style="padding-left: 40px;">IEEE 802.3af/at complaint <li style="padding-left: 40px;">Half / Full-duplex operation at 10/100Mbps <li style="padding-left: 40px;">Full-duplex operation at 1000Mbps <li style="padding-left: 40px;">Auto-Negotiation for each port <li style="padding-left: 40px;">Auto MDI/MDIX - 48 Gbps Switching Capacity - 35.71Mbps Maximum Forwarding Rate - 512Kbytes Packet Buffer - 8Mbytes Flash Memory - Quality of Service Traffic Prioritization - Power Over Ethernet (PoE) : PoE 802.3af/at <li style="padding-left: 40px;">PoE Capable Ports 1-12 	

Item	Specification	Statement of Compliance
	<p style="text-align: center;">PoE Power Minimum: 100W</p> <ul style="list-style-type: none"> - Easy Plug and Play Connection - Has at least one Fan - Heat Dissipation of at least 437.9BTU/hr 	
<p>Lot No. 3</p>	<p>DESKTOP UPS (300 units)</p> <ul style="list-style-type: none"> - 600 W / 1000 VA Power Capacity - Output Voltage on Battery 230VAC +/-10% - Output Frequency Range (sync mode) 50 Hz or 60 Hz +/-1 Hz - Topology and output waveform Line interactive - Capable of output connection with IEC battery backup outlets - Must have (4) Universal battery backup outlets for output connection - Input Voltage Range 170-280 (V) - AC Input Fuse 10A - at least 1.5 m Cord Length - IEC Input Connection - 12 V / 9Ah X 1 Battery Type with maintenance-free - Typical Recharge up to 6-8 hours - Runtime Estimates <ul style="list-style-type: none"> 120 W Runtime (min) is 17 180 W Runtime (min) is 10 240 W Runtime (min) is 2.5 - Physical Dimensions of not more than 9.25 cm x 16.05 cm x 30.5 cm - Net weight not more than 5.7 kg - Must have 2 Years warranty 	

Item	Specification	Statement of Compliance
Lot No. 4	PERIPHERALS	
	A. 1TB SSD External Hard Drive (65 units) <ul style="list-style-type: none"> - Portable external solid state drive dishing out speeds of up to 540 MB/s - Must be USB 3.2 Gen 2 connectivity - Work on files directly from your drive with accelerated SSD speeds - Store a massive library of files, including photos, and videos with up to 1TB of capacity - Future-proof connectivity with fully reversible USB Type-C cable - Must have additional Type-C to Type-A cable - Compatible with windows and Mac - Sleek, lightweight, and shock resistance physical design - Includes backup and folder mirroring software capabilities to help keep files organized across devices - At least minimum of 2-months complimentary membership to Adobe Creative Cloud Photography Plan. - Weight must not exceed 0.15kg. - Dimension must not exceed 9.5 x 80 x 95 mm 	
	B. 128GB ixpand OTG (65 units) <p>Compatibility:</p> <ul style="list-style-type: none"> -iPhone 5, iPhone 5c, iPhone 5s, iPhone 6, iPhone 6 Plus, iPhone 6s, iPhone 6s Plus, iPad Air™, iPad mini™, iPad mini 4, iPad Pro, iPad with Retina display, iPod® 5th Generation and newer, with Lightning connector and iOS 8.2+ Windows Vista®, Windows® 7, Windows 8, Windows 10, Chrome OS, Mac OS X v10.8 and higher <p>Interface:</p> <ul style="list-style-type: none"> - Lightning and USB 3.0 connectors (one connector used at a time) 	

Item	Specification	Statement of Compliance
	<p>Dimensions:</p> <p>- 59.94 x 12.19 x 17.27mm or 2.36 x 0.48 x 0.68in. (LxWxH)</p> <p>Operating temperature: 0-35° C functional</p> <p>Capacities: 128GB</p>	
	<p>C. 64GB Ultra USB OTG Drive (65 units)</p> <p>Compatibility:</p> <p>- Compatible with most Android devices. Requires host device with On The Go (OTG) compatibility. Compatible with PC & Mac computers– no drivers needed: Windows Vista, Windows 7, Windows 8, Windows 10, Mac OS 10.5+</p>	
	<p>D. 128GB Ultra USB OTG Drive Type C (65 units)</p> <p>Performance: Up to 150 MB/s read speed</p> <p>Dimensions:</p> <p>- 8.60 x 12.10 x 44.41mm; 0.34x0.48x1.75 in (HxWxL)</p> <p>Operating temperature: C°35° – 0 (F°95° – 32)</p> <p>Storage temperature: C°70° – 10: (F°158° – 14)</p> <p>Compatibility: Compatible with most Android devices</p> <p>Software:</p> <p>-Windows 7, Windows 8, Windows 10 and MAC OS X v10.9+</p>	
	<p>E. Webcam (60 units)</p> <p>System Requirements:</p> <p>Compatible with: Windows 10 or later, Windows 7 & 8</p> <p>Works in USB video device class (UVC) mode with supported video calling clients:</p> <ul style="list-style-type: none"> - macOS 10.10 or later - Chrome OS 	

Item	Specification	Statement of Compliance
	<ul style="list-style-type: none"> -Android 5.0 or above -USB port -Internet access -Works with skype - google hangouts -Facetime for mac <p>Technical Specifications:</p> <ul style="list-style-type: none"> Max resolution: 1080p/30fps - 720p/30fps Focus type: Autofocus Lens technology: Glass Built-in mic: Mono Tripod ready universal clip fits laptops, LCD or monitors Cable length: 3 Ft. 	
	<p>F. Headset (60 units)</p> <ul style="list-style-type: none"> Product type: Headset-Wired-US Color: Black Connectivity technology: Wired Audio specifications: Frequency response <ul style="list-style-type: none"> - 150-7000 Hz- Sensitivity 93.6 dB Controls: Mute Bundled with: 3 years advanced exchange service Recommended use: Computer Headphones form factor: On- ear Sound output mode: Stereo Impedance: 32 Ohm Weight: 5.03 oz 	

Item	Specification	Statement of Compliance
	Ear pad material: Leatherette Diameter: 1.1 in.	
Lot No. 5	<p>PRINTERS</p> <p>A. Multi-Function Laser Printer (10 units)</p> <p>Function: Print, copy, scan</p> <p>Multitasking Supported: Yes</p> <p>First page out black (A4, ready): As fast as 8.5 sec.</p> <p>First page out black (A4, sleep): As fast as 14 sec.</p> <p>Print speed black: Normal up to 20 ppm</p> <p>First page out (ready): Black, as fast as 8.5 sec.</p> <p>First page out (sleep): Black, as fast as 14 sec.</p> <p>Duty Cycle (monthly, A4): Up to 10,000 pages</p> <p>Recommended monthly page volume: - 100 to 1,500</p> <p>Print technology: Laser</p> <p>Print quality black (best): Up to 1200x1200 dpi</p> <p>Print languages: SPL</p> <p>Display: 2 line LCD(16 characters per line)</p> <p>Processor Speed: 600 Mhz</p> <p>Automatic paper sensor: No</p> <p>Duplex printing: Manual (driver support provided)</p> <p>Replacement cartridges: - Standard toner cartridge (1,000 yield) MLT-D1115; high yield toner cartridge (1,800 yield) MLT-D111L</p> <p>Mobile Printing Capability:</p> <p>- Wireless direct printing, mobile apps, google cloud print</p> <p>Wireless capability: Yes</p>	

Item	Specification	Statement of Compliance
	<p>Connectivity, standard: - Hi-speed USB 2.0 port, built-in Wifi 802.11 b/g/n</p> <p>Network ready: Standard (Wifi 802.11 b/g/n)</p> <p>Minimum system requirements:</p> <ul style="list-style-type: none"> - Windows XP, 32 bit or newer, <p>Compatible Operating Systems:</p> <ul style="list-style-type: none"> - Windows XP, 32 bit or newer, 2003 server, Vista, 2008 server, 2012 server, 2016 server <p>Memory: 128 MB</p> <p>Memory Maximum: 128 MB</p> <p>Paper Handling Input, Standard – 150 sheet input tray</p> <p>Paper Handling output, Standard – 100 sheet output bin</p> <p>Maximum output capacity: Up to 100 sheets</p> <p>Duplex printing: Manual(driver support provided)</p> <p>Media sizes supported:</p> <ul style="list-style-type: none"> - A4,A5,B5(ISO),B5(JIS),Oficio,Envelope (DL,C5) <p>Media size, custom: 76x127 to 216x356 mm</p> <p>Media types:</p> <ul style="list-style-type: none"> - Plain, thick, thin, cotton, color, preprinted, recycled lables,cardstock, bond, archive, envelope <p>Media weight supported: 60 to 163 g/m</p> <p>Scanner type: Flatbed</p> <p>Scan File Format: PDF,JPG,TIFF</p> <p>Scan resolution, optical: Up to 1,200 dpi</p> <p>Scan size (ADF) maximum: 216x356 mm</p>	

Item	Specification	Statement of Compliance
	<p>Scan size (ADF) minimum: 145x145 mm</p> <p>Digital sending standard features:</p> <ul style="list-style-type: none"> - Scan to WSD, WSD scan, PC scan <p>Scan input modes:</p> <ul style="list-style-type: none"> - Front-panel scan, copy, user application via TWAIN or WIA <p>Copy speed (normal): Black, up to 20 cpm color</p> <p>Copy resolution (Black text): - Up to 600 x 600 dpi</p> <p>Copy reduce/Enlarge settings: 25 to 400%</p> <p>Copies, Maximum: Up to 999 copies</p> <p>Power: 220 to 240 VAC, 50/60 Hz</p> <p>Power Consumption:</p> <ul style="list-style-type: none"> - 310 watts(printing), 2.1 watts (Power Save) 30 watts (ready) <p>Energy efficiency: Energy Star qualified</p> <p>Operating Temperature range: - 10 to 30 C</p> <p>Recommended operating humidity range: - 20 to 70% RH (non-condensing)</p> <p>Acoustic power emissions (ready): - 3.9 B (A)</p> <p>Cable included: Yes, USB</p>	
	<p>B. Dot Matrix Printer (2 units)</p> <p>Print Method: Impact dot matrix</p> <p>Control panel: 4 switches and 5 LEDs</p> <p>Print Direction: Bi-direction with logic seeking</p> <p>Number of pins in head: 24 pins</p> <p>Control Code: ESC/P2 and IBM PPDS emulation</p>	

Item	Specification	Statement of Compliance
	<p>High Speed Draft: 10cpi: 347 cps, 12 cpi: 416 cps</p> <p>Draft:</p> <p>10cpi: 260 cps</p> <p>12cpi: 312 cps</p> <p>15cpi: 390 cps</p> <p>(Condensed) 17cpi: 222 cps</p> <p>(Condensed) 20cpi: 260 cps"</p> <p>Letter Quality:</p> <p>10cpi: 86 cps</p> <p>12cpi: 103 cps</p> <p>15cpi: 129 cps</p> <p>(Condensed) 17cpi: 147 cps</p> <p>(Condensed) 20cpi: 172 cps"</p> <p>MTBF: Approx. 10,000 POH (25% Duty)</p> <p>Printhead Life: Approx 400 million strokes/wire</p> <p>Mean Print Volume Between Failure (MVBF)</p> <p>- Approx 20 million lines (except print head)</p> <p>Character Sets:</p> <p>- Italic table, PC437 (US Standard Europe), PC850 (Multilingual), PC860 (Portuguese), PC861 (Icelandic), PC863 (Canadian-French), PC865 (Nordic), Abicomp, BRASCII, Roman 8, ISO Latin 1, PC 858, ISO 8859-15</p> <p>Manual Insertion: Rear in, top out</p> <p>Push Tractor: Rear in, top out</p> <p>Cut Sheet (Single Sheet):</p> <p>Length: 100 ~ 364 mm (3.9 ~ 14.3")</p> <p>Width: 100 ~ 257 mm (3.9 ~ 10.1")</p>	

Item	Specification	Statement of Compliance
	<p>Thickness: 0.065 ~ 0.14 mm (0.0025 ~ 0.0055")"</p> <p>Cut Sheet (Multi-part Forms):</p> <p>Length: 100 ~ 364 mm (3.9 ~ 14.3")"</p> <p>Width: 100 ~ 257 mm (3.9 ~ 10.1")"</p> <p>Thickness: 0.12 ~ 0.32 mm (0.0047 ~ 0.0126")"</p> <p>Envelope (No.6):</p> <p>Length: 92 mm (3.6"), Width: 165 mm (6.5"), Thickness: 0.16 ~ 0.52 mm (0.0063 ~ 0.0205")"</p> <p>Envelope (No.10):</p> <p>Length: 105 mm (4.1"), Width: 241 mm (9.5"), Thickness: 0.16 ~ 0.52 mm (0.0063 ~ 0.0205")"</p> <p>Continuous Paper (Single Sheet):</p> <p>Length: 101.6 ~ 558.8 mm (4.0 ~ 22.0")"</p> <p>Width: 101.6 ~ 254.0 mm (4.0 ~ 10.0")"</p> <p>Thickness: 0.065 ~ 0.32 mm (0.0025 ~ 0.0126")"</p> <p>Continuous Paper (Multi-part Forms)</p> <p>Length: 101.6 ~ 558.8 mm (4.0 ~ 22.0")"</p> <p>Width: 101.6 ~ 254.0 mm (4.0 ~ 10.0")"</p> <p>Thickness: 0.065 ~ 0.32 mm (0.0025 ~ 0.0126")"</p> <p>Roll Paper:</p> <p>Width: 216 mm (8.5"), Thickness: 0.07 - 0.09 mm (0.0028 - 0.0035")"</p> <p>Memory buffer: 128 KB</p> <p>Supported OS:</p> <p>-Windows 95/98/2000/ Me /XP / Vista / 7 / 8 / 8.1/10</p> <p>Dimensions: 362 x 275 x 154 mm</p> <p>Weight: 4.1kg</p>	

Item	Specification	Statement of Compliance
	<p>Ribbon Cartridge Black:</p> <p>Approx. 2.5M characters (LQ 10cpi, 48 dots/character)</p> <p>Interface:</p> <p>Bi-directional parallel interface</p> <p>USB 2.0 Full-Speed</p> <p>Serial</p>	
	<p>C. Multi-Function Inkjet Printer (10 units)</p> <p>Print Speed:</p> <p>Draft, A4 (Black / Colour):</p> <p>Up to 34ppm / 34ppm *1</p> <p>ISO 24734, A4 Simplex (Black / Colour):</p> <p>Up to 24ipm / 24ipm *1</p> <p>ISO 24734, A4 Duplex (Black / Colour):</p> <p>Up to 15ipm / 15ipm *1</p> <p>Copy Speed:</p> <p>Copy Quality:</p> <p>Text, Text & Image, Text & Image (Best), Photo</p> <p>Maximum Copies from Standalone:</p> <p>999 copies</p> <p>Reduction / Enlargement:</p> <p>25 - 400%, Auto Fit Function</p> <p>Maximum Copy Size:</p> <p>A4, Letter</p> <p>ISO 29183, A4, Simplex (Black / Colour):</p> <p>Up to 22ipm / 22ipm</p>	

Item	Specification	Statement of Compliance
	<p>ISO 24735, A4 (Black/Colour, 1:1):</p> <p>Up to 22ipm / 22ipm</p> <p>ISO 24735, A4 (Black/Colour, 1:2, 2:2):</p> <p>Up to 14ipm / 14ipm</p> <p>Max Copy Resolution:</p> <p>600 x 1200 dpi</p> <p>Copy Paper Size (Flatbed):</p> <p>Letter, A4, B5, A5, B6, A6, 16K, 13 x 18 cm, 16:9, 10 x 15 cm, #10, DL, C4, C6</p> <p>Scan Function:</p> <p>Scanner Type:</p> <p>Flatbed colour image scanner</p> <p>Sensor Type:</p> <p>CIS</p> <p>Optical Resolution:</p> <p>1200 x 2400 dpi</p> <p>Maximum Scan Area:</p> <p>216 x 297 mm (8.5" x 11.7")</p> <p>Scanner Bit Depth (Colour):</p> <p>48-bit input, 24-bit output</p> <p>Scanner Bit Depth (Grayscale):</p> <p>16-bit input, 8-bit output</p> <p>Scanner Bit Depth (Black & White):</p> <p>16-bit input, 1-bit output</p> <p>Scan Speed:</p> <p>Flatbed (Black / Colour):</p>	

Item	Specification	Statement of Compliance
	<p>(200dpi) 5.0 sec / 5.0 sec</p> <p>ADF Monochrome (Simplex / Duplex):</p> <p>(200dpi) 24ppm / 8.0ipm</p> <p>ADF Colour (Simplex / Duplex):</p> <p>(200dpi) 24ppm / 8.0ipm</p> <p>Fax Function:</p> <p>Type Of Fax:</p> <p>Walk-up Black-and-white and Colour Fax Capability</p> <p>Receive Memory / Page Memory:</p> <p>6MB, Up to 550 pages (ITU-T No.1 chart)</p> <p>Error Correction Mode:</p> <p>ITU Group3 Fax with Error Correction Mode</p> <p>Fax Speed (Data Transfer Rate):</p> <p>Up to 33.6kbps, Approx. 3sec/page</p> <p>Fax Resolution:</p> <p>Up to 200 x 200 dpi</p> <p>Transmission Paper Size (Flatbed):</p> <p>A5, B5(JIS), Letter, A4</p> <p>Transmission Paper Size (ADF):</p> <p>Letter, A4, Legal, A5, B5, 8.5" x 13"</p> <p>Receiving Paper Size:</p> <p>A5, B5(JIS), Letter, A4, Legal, 8.5" x 13"</p> <p>Speed Dial / Group Dial:</p> <p>Up to 200 numbers, 199 groups</p> <p>Fax Features:</p>	

Item	Specification	Statement of Compliance
	<p>PC Fax (Transmission / Receive), Address Book, Delay Send, Transmit Reservation (50 case), Broadcast Fax (Mono Only)</p> <p>Paper Handling:</p> <p>Number of Paper Trays:</p> <p>2 (Front 1, Rear 1)</p> <p>Paper Hold Capacity:</p> <p>(Input Capacity) Cassette 1: 250 sheets (80g/m2), 50 sheets Premium Glossy Photo Paper</p> <p>(Input Capacity) Rear Slot: 80 sheets (80g/m2)</p> <p>(Output Capacity) 150 sheets (80g/m2), 20 sheets Premium Glossy Photo Paper</p> <p>Standard Paper Input Capacity:</p> <p>Cassette 1: 250 sheets, A4 Plain paper (80g/m2)</p> <p>Maximum Paper Size:</p> <p>215.9 x 6,000 mm (8.5 x 236.2) (A •)</p> <p>Paper Feed Method:</p> <p>Friction feed</p> <p>Paper Size:</p> <p>8.5 x 13, Legal, Letter, A4, Executive, B5, A5, A6, B6, 5 x 7, 16:9 wide, 4 x 6, Envelopes: #10, DL, C6, C4</p> <p>Print Margin:</p> <p>3mm top, left, right, bottom</p> <p>Interface:</p> <p>USB:</p> <p>USB 2.0</p> <p>Network:</p> <p>Ethernet, Wi-Fi IEEE 802.11b/g/n, Wi-Fi Direct, NFC</p>	

Item	Specification	Statement of Compliance
	<p>Network Protocol:</p> <p>TCP/IPv4, TCP/IPv6, LPD, IPP, PORT9100, WSD</p> <p>Network Management Protocols:</p> <p>SNMP, HTTP, DHCP, BOOTP, APIPA, PING, DDNS, mDNS, Sntp, SLP, WSD, LLTD</p> <p>Security Functions:</p> <p>Limit Access Function, PIN No. Certification, LDAP Address Book, IP Address Filtering, Panel Admin Mode</p>	
	<p>D. Compact Printer (4 units)</p> <p>Technology:</p> <p>Printing Method: On-Demand inkjet</p> <p>Nozzle Configuration: 90 Nozzles Black, 90 Nozzles per Color</p> <p>Minimum Droplet Size: 1.5 pl, With Variable-Sized Droplet Technology</p> <p>Ink Technology: Dye Ink</p> <p>Printing Resolution: 5,760 x 1,440 DPI</p> <p>Print:</p> <p>Printing Speed ISO/IEC 24734: 5.1 pages/min Monochrome, 5 pages/min color</p> <p>Printing Speed: 12 seconds per 10x15 cm photo, 38 pages/min color, 37 pages/min monochrome</p> <p>Colours: Light Magenta, Yellow, Light Cyan, Cyan, Black</p> <p>Paper/Media Handling:</p> <p>Number of Paper Tray: 1</p> <p>Paper Formats: A4, A5, A6, B5, C6, DL(envelope),No. 10 (envelope) , Letter , Legal</p> <p>Duplex: Manual</p> <p>Output Tray Capacity: 50 Sheets</p>	

Item	Specification	Statement of Compliance
	Paper Tray Capacity: 120 Sheets Standard, 120 Sheets Maximum, 20 Photo Sheets Media Handling: Auto Sheet Feeder, Borderless Print, cd/dvd	

*** NOTE: The prospective bidder should indicate the unit price per item in every Lot.**

Conforme:

Name of Bidder's/Representative

Signature

Date

***Section VIII. Checklist of Technical and
Financial Documents***

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);
or
- (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document,
and
- (c) Mayor’s or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
and
- (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

- (e) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid (*please refer to Annex “A”*); **and**
- (f) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid (*please refer to Annex “B”*), except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents (*Note: This statement shall be supported with end-user’s acceptance or official receipt(s) or sales invoice issued for the contract*); **and**
- (g) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
or
Original copy of Notarized Bid Securing Declaration (*please refer to Annex “C”*); **and**
- (h) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable (*please refer to Section VII of the bidding documents*); **and**
- (i) Original duly signed Omnibus Sworn Statement (*please refer to Annex “D”*); **and** if applicable, Original Notarized Secretary’s Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- (j) The Supplier’s audited financial statements, showing, among others, the Supplier’s total and current assets and liabilities, stamped “received” by the

BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**

- (k) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) (*please refer to Annex "E"*);
or
A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

- (l) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence (*please refer to Annex "JVA"*);
or
duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

II. FINANCIAL COMPONENT ENVELOPE

- (m) Original of duly signed and accomplished Financial Bid Form (*please refer to Annex "F"*); **and**
- (n) Original of duly signed and accomplished Price Schedule(s) (*please refer to Annex "G"*).

Other documentary requirements under RA No. 9184 (as applicable)

- (o) [*For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos*] Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- (p) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

