

PHILIPPINE BIDDING DOCUMENTS

Procurement of SUPPLY AND DELIVERY OF INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT) EQUIPMENT

Government of the Republic of the Philippines



Boy Scouts of the Philippines

National Office

181 Natividad Almeda-Lopez Street, Ermita, 1000 Manila
P.O. Box 1378, Manila CPO, Philippines

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Preface

These Philippine Bidding Documents (PBDs) for the procurement of Goods through Competitive Bidding have been prepared by the Government of the Philippines for use by any branch, constitutional commission or office, agency, department, bureau, office, or instrumentality of the Government of the Philippines, National Government Agencies, including Government-Owned and/or Controlled Corporations, Government Financing Institutions, State Universities and Colleges, and Local Government Unit. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the Government of the Philippines or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

The Bidding Documents shall clearly and adequately define, among others: (i) the objectives, scope, and expected outputs and/or results of the proposed contract or Framework Agreement, as the case may be; (ii) the eligibility requirements of Bidders; (iii) the expected contract or Framework Agreement duration, the estimated quantity in the case of procurement of goods, delivery schedule and/or time frame; and (iv) the obligations, duties, and/or functions of the winning bidder.

Care should be taken to check the relevance of the provisions of the PBDs against the requirements of the specific Goods to be procured. If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.

Moreover, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents. The following general directions should be observed when using the documents:

- a. All the documents listed in the Table of Contents are normally required for the procurement of Goods. However, they should be adapted as necessary to the circumstances of the particular Procurement Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, Bid Data Sheet, General Conditions of Contract, Special Conditions of Contract, Schedule of Requirements, and Specifications are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.

- d. The cover should be modified as required to identify the Bidding Documents as to the Procurement Project, Project Identification Number, and Procuring Entity, in addition to the date of issue.
- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.
- f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

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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



Boy Scouts of the Philippines

National Office

181 Natividad Almeda-Lopez Street, Ermita, 1000 Manila

INVITATION TO BID FOR *The Supply and Delivery of Information and Technology (ICT) Equipment*

1. The *Boy Scouts of the Philippines* (BSP) through the *2022 Corporate Operating Budget* intends to apply the sum of *One Million Nine Hundred Two Thousand Two Hundred Pesos (₱1,902,200.00)* being the ABC to payments under the contract for *the Supply and Delivery of Information and Technology (ICT) Equipment*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *BSP* now invites bids for the above Procurement Project. Delivery of the Goods is required by *Thirty (30) days*. 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).
3. 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.
 - a. Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the 2016 revised IRR of RA No. 9184.
4. Prospective Bidders may obtain further information from *Administration Division, IT Unit* and inspect the Bidding Documents at the address given below during *9:00 am. to 4:00 pm., Monday to Friday except Holidays*.
5. A complete set of Bidding Documents may be acquired by interested Bidders on *November 15 to December 2, 2022* from the given address and website(s) 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 Five Thousand Pesos (₱5,000.00 to the BSP Cashier, 4th Floor, BSP Building, Ermita, Manila or Bank Deposit/Transfer either to the following depository bank accounts of the BSP:*

Land Bank of the Philippines (YMCA)	or	Development Bank of the Philippines
Account No.: 1982-1079-77		Account No. 0410-034761-030
6. The *BSP* will hold a Pre-Bid Conference¹ on *November 23, 2022, 10:00 a.m. at the 5th Floor BSP Building, Ermita, Manila* and/or through video conferencing or webcasting *via [will send to interested bidders]*, which shall be open to prospective bidders.

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

7. Bids must be duly received by the BAC Secretariat through manual submission on *December 5, 2022 on or before 9:30 a.m.* 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 5, 2022, 10:00 a.m.* at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. *Bid shall be prepared in three (3) copies: one (1) original or certified true copy and two (2) photo copies. It shall be prepared using the appropriate Bid forms provided in Section VIII of the Bidding Documents furnish in strict compliance to the requirements of RA 9184.*
11. The *BSP* 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 the 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:

*BAC-Secretariat
Ground Floor, Boy Scouts of the Philippines Building,
181 Natividad Almeda Lopez Street
Ermita, Manila
Email Address: bsp_procurement@scouts.org.ph
Telephone Nos.: (02) 8712-5391*

13. For downloading of Bidding Documents: *Procurement-BSP (scouts.org.ph)*

SOFRONIO D. HONTANOSAS
Chairman

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, *Boy Scouts of the Philippines* wishes to receive Bids for the *Supply and Delivery of Information and Communications Technology (ICT) Equipment* with identification number [PR NO: 22-05-268].

The Procurement Project (referred to herein as “Project”) is composed of Two (2) 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 *2022 Corporate Operating Budget* in the amount of *ONE MILLION NINE HUNDRED TWO THOUSAND TWO HUNDRED PESOS (₱1,902,200.00)*

2.2. The source of funding is:

a. GOCC and GFIs, the Corporate Operating Budget.

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 or 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:
 - a. For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
 - b. For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.
 - c. For procurement where the Procuring Entity has determined, after the conduct of market research, that imposition of either (a) or (b) will likely result to failure of bidding or monopoly that will defeat the purpose of public bidding: the Bidder should comply with the following requirements: *[Select either failure or monopoly of bidding based on market research conducted]*
 - i. Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least *fifty percent (50%) in the case of non-expendable supplies and services or twenty-five percent (25%) in the case of expendable supplies]* of the ABC for this Project; and
 - ii. The largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.
- 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:

- a. Subcontracting is allowed. The portions of Project and the maximum percentage allowed to be subcontracted are indicated in the **BDS**, which shall not exceed twenty percent (20%) of the contracted Goods.
- 7.2. The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criteria stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.
- 7.3. The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in **ITB** Clause 5 to the implementing or end-user unit.
- 7.4. Subcontracting of any portion of the Project does not relieve the Supplier of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Supplier's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address at BSP Building, 181 Natividad Almeda Lopez Street, Ermita, Manila and/or through videoconferencing/webcasting} 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.
- 11.5. *[Include if Framework Agreement will be used:]* Financial proposals for single or multi-year Framework Agreement shall be submitted before the deadline of submission of bids as prescribed in the **IB**. For multi-year Framework Agreement, evaluation of the financial proposal during this stage is for purposes of determining eligibility and whether or not such financial proposal is within the ABC.

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 the **BDS**.
- 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 the **BDS**.
- 12.2. *[Include if Framework Agreement will be used:]* For Framework Agreement, the following should also apply in addition to Clause 12.1:
 - a. For a single year Framework Agreement, the prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation or escalation on any account. Price schedules required under Clause 12.1 shall be submitted with the bidding documents.
 - b. For a multi-year Framework Agreement, the prices quoted by the Bidder during submission of eligibility documents shall be the ceiling and the price quoted during mini-competition must not exceed the initial price offer. The price quoted during call for mini-competition shall be fixed during the Bidder's performance of that Call-off and not subject to variation or escalation on any account. Price schedules required under Clause 12.1 shall be submitted with the bidding documents.

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:
 - a. Philippine Pesos.

14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration² 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**.

² In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

- 14.2. The Bid and bid security shall be valid until *120 days*. 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 three (3) copies of the first and second components of its Bid. (one (1) original and two (2) photo copies)

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

- 16.1. The Bidders shall submit on the specified date and time and either at its physical address.

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 item 7 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

- 18.1. 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 Entity's 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 may be. In this case, the Bid Security as required by **ITB** Clause 14 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:

[Select one, delete the other/s]

Option 1 – One Project having several items that shall be awarded as one contract.

Option 2 – One Project having several items grouped into several lots, which shall be awarded as separate contracts per lot.

Option 3 - One Project having several items, which shall be awarded as separate contracts per item.

[Delete Options 2 and 3 if Framework Agreement will be used.]

- 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

- 20.1. *[Include if Framework Agreement will be used:]* For multi-year Framework Agreement, all bidders initially determined to be eligible and financially compliant shall be subject to initial post-qualification. The BAC shall then recommend the execution of a Framework Agreement among all eligible, technically and financially compliant bidders and the Procuring Entity and shall be issued by HoPE a Notice to Execute Framework Agreement. The determination of the Lowest Calculated Bid (LCB) shall not be performed by the BAC until a Mini-Competition is conducted among the bidders who executed a Framework Agreement. When a Call for Mini-Competition is made, the BAC shall allow the bidders to submit their best financial proposals on such pre-scheduled date, time and place to determine the bidder with the LCB.

- 20.2. 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, *{[Include if Framework Agreement will be used:]}* or in the case of multi-year Framework Agreement, that it is one of the eligible bidders who have submitted bids that are found to be technically and financially compliant,} 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**. *{[Include if Framework Agreement will be used:]}* For every mini-competition in Framework Agreement, the LCB shall likewise submit the required documents for final Post Qualification.}

21. Signing of the Contract

- 21.1. 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

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <ul style="list-style-type: none"> a. <i>All information and Communications Technology Equipment</i> b. completed within three (3) years prior to the deadline for the submission and receipt of bids.
7.1	<i>No further instruction.</i>
12	The price of the Goods shall be quoted DDP or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ul style="list-style-type: none"> a. The amount of not less than _____ <i>[Indicate the amount equivalent to two percent (2%) of ABC]</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. The amount of not less than _____ <i>[Indicate the amount equivalent to five percent (5%) of ABC]</i> if bid security is in Surety Bond.
19.3	<p><i>[In case the Project will be awarded by lot, list the grouping of lots by specifying the group title, items, and the quantity for every identified lot, and the corresponding ABC for each lot.]</i></p> <p><i>Lot 1</i> <i>11 units Laptop (Intel Core i5)</i> <i>3 units Laptop PC (Intel Core i7)</i> <i>3 units Desktop PC (Intel Core i5)</i> <i>3 units Desktop PC (Intel Core i7)</i> <i>1 unit Database Server (intel® Xeon ® Processor)</i> <i>15 units Printer (Wi-fi All in one Tank)</i> <i>2 units Flatbed Scanner with Automatic Document Feeder</i></p> <p><i>Lot 2</i> <i>1 unit Printer impact, dot matrix, 9 pins</i> <i>2 units Multi-function Printer</i></p>
20.2	<i>[List here any licenses and permits relevant to the Project and the corresponding law requiring it.]</i>
21.2	<i>[List here any additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity.]</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 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 *{[Include if Framework Agreement will be used:] or Framework Agreement}* specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section VII (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

- 5.1 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.
- 5.2 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

GCC Clause	
1	<p><i>[List here any additional requirements for the completion of this Contract. The following requirements and the corresponding provisions may be deleted, amended, or retained depending on its applicability to this Contract:]</i></p> <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><i>[For Goods supplied from abroad, state:]</i> “The delivery terms applicable to the Contract are DDP delivered <i>[indicate place of destination]</i>. In accordance with INCOTERMS.”</p> <p><i>[For Goods supplied from within the Philippines, state:]</i> “The delivery terms applicable to this Contract are delivered <i>[indicate place of destination]</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 <i>[indicate name(s)]</i>.</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <p><i>Select appropriate requirements and delete the rest.</i></p> <ol style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and

	<p>e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.</p> <p>f. <i>[Specify additional incidental service requirements, as needed.]</i></p> <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p> <p>Spare Parts –</p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <p><i>Select appropriate requirements and delete the rest.</i></p> <ol style="list-style-type: none"> 1. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and 2. in the event of termination of production of the spare parts: <ol style="list-style-type: none"> i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested. <p>The spare parts and other components required are listed in Section VI (Schedule of Requirements) and the costs thereof are included in the contract price.</p> <p>The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of <i>[indicate here the time period specified. If not used indicate a time period of three times the warranty period]</i>.</p> <p>Spare parts or components shall be supplied as promptly as possible, but in any case, within <i>[insert appropriate time period]</i> months of placing the order.</p>
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	<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 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>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, 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>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</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>[If partial payment is allowed, state]</i> “The terms of payment shall be as follows: _____.”
4	The inspections and tests that will be conducted are: <i>Inspection of units before deployment to the prospective delivery addresses.</i>

Section VI. Schedule of Requirements

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 1			Within 120 days upon receipt of the Notice to Proceed
1	Laptop (Intel Core i5)		11 units	Delivery Place
		6 units		BSP-National Office, Manila
		1 unit		Bicol Region, BSP Panganiban Drive, Naga City
		1 unit		Southern Tagalog Region, BSP, Los Banos, Laguna
		1 unit		Western Visayas Region, BSP, Bonifacio Drive, Iloilo City
		1 unit		Western Mindanao Region, BSP, Camp Jose T. Atilano, Pasonanca, Zamboanga City
		1 unit		Eastern Mindanao Region, BSP, 2 nd Floor, city Triangle Roxas Avenue, Davao City
2	LAPTOP PC (Intel Core i7)		3 units	BSP-National Office, Manila
3	DESKTOP PC (Intel Core i5)		3 units	
		1 unit		Ilocos Region, BSP Maramba Blvd., Lingayen, Pangasinan
		1 unit		Baden Powel Building, J.P. Rizal Extension, Wet Rembo, Makati City
		1 unit		BSP-National Office, 181 Natividad Almeda Lopez Street, Ermita, Manila

4	DESKTOP PC (Intel Core i7)		3 units	BSP-National Office, 181 Natividad Almeda Lopez Street, Ermita, Manila
5	DATABASE SERVER		1 unit	BSP-National Office, 181 Natividad Almeda Lopez Street, Ermita, Manila
6	PRINTER		15 units	
	Wi-fi all in one Tank Printer	12 units		BSP-National Office, 181 Natividad Almeda Lopez Street, Ermita, Manila
	Flatbed Scanner	2 units		BSP-National Office, 181 Natividad Almeda Lopez Street, Ermita, Manila
	LOT 2			
1	Printer impact, dot matrix, 9 pins		1 unit	BSP-National Office, 181 Natividad Almeda Lopez Street, Ermita, Manila
2	Multifunction Printer		2 units	BSP-National Office, 181 Natividad Almeda Lopez Street, Ermita, Manila

Section VII. Technical Specifications

Item	Specification	Statement of Compliance
		<i>[Bidders must state here 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.]</i>
	Lot 1	
1	Laptop (Intel Core i5)	
	<p>A. Detailed Technical Specifications</p> <ol style="list-style-type: none"> 1. Branded 2. Processor: at least 10th Gen Intel Core i5 Processor 3. Operating System: Pre-installed Windows 10 or 11 Pro 4. Memory: 8GB DDR4 3200 5. Monitor: 15.6-inch, FHD, 1920 x 1080 resolution, 6. Storage: 256GB PCIe NVMe SSD + 1TB SATA 5400RPM 2.5" Inch 7. Ports: <ol style="list-style-type: none"> a. Three USB 3.2 Gen 1 ports or better b. HDMI® 2.0 port with HDCP support c. 3.5 mm headphone/speaker jack, supporting headsets d. Webcam 720p (1280 x 720 resolution) e. Ethernet (RJ-45) port f. 802.11a/b/g/n/ac/ax wireless LAN g. with Bluetooth® 5.1 8. Warranty: 	

	<ul style="list-style-type: none"> a. 3 years parts and labor b. 3 years on-site <p>B. Other Accessories</p> <ul style="list-style-type: none"> 1. Laptop Bag 2. Wireless Mouse (1 Year Warranty, (3rd party mouse brand is acceptable) 3. Charger (1 Year Warranty) 	
2	LAPTOP PC (Intel Core i7)	
	<p>Detailed Technical Specifications</p> <p>1. Branded</p> <p>2. Processor: at least 10th Gen Intel Core i7 Processor</p> <p>3. Operating System: Pre-installed Windows 10 or 11 Pro</p> <p>4. Memory: 16GB (2 x 8GB) Dual-channel DDR4 3200 SDRAM support, Up to 32 GB of system memory</p> <p>5. Monitor: 15.6-inch, FHD, 1920 x 1080 resolution</p> <p>6. Storage: 1TB PCIe NVMe SSD</p> <p>7. Ports:</p> <ul style="list-style-type: none"> a. Three USB 3.2 Gen 1 ports or better c. HDMI® 2.0 port with HDCP support d. 3.5 mm headphone/speaker jack, supporting headsets with built-in microphone e. Webcam 720p (1280 x 720 resolution) with Webcam shutter f. Ethernet (RJ-45) port i.802.11a/b/g/n/acR2+ax with Bluetooth® 5.1 <p>8. Warranty:</p> <ul style="list-style-type: none"> a. 3 years parts and labor b. 3 years on-site <p>B. Other Accessories</p> <ul style="list-style-type: none"> 1. Laptop Bag 2. Wireless Mouse (1 Year Warranty, (3rd party mouse brand is acceptable) 3. Charger (1 Year Warranty) wireless LAN 	
3	DESKTOP PC (Intel Core i5)	
	<p>A. Detailed Technical Specifications</p> <p>1. Branded</p> <p>2. Processor: at least 10th Gen Intel Core i5</p> <p>3. Operating System: Pre-installed Windows 10 Pro or 11 Pro</p> <p>4. Monitor: 21.5" VGA+HDMI</p>	

	<ol style="list-style-type: none"> 5. Memory: 8GB (1 x 8GB) DDR4 6. Storage/Hard Disk: 256GB M.2 PCI-E SSD + 1TB SATA 3.5"inch 7200RPM HDD 7. Network Interface: Gigabit Ethernet 10/100/1000' 8. Wireless LAN: 802.11ax/ac/a/b/g/n, Wi-Fi 6E and Bluetooth® 5.0 9. Standard I/O Ports <ol style="list-style-type: none"> a. USB 3.2 Gen1 Type A port(s): 3 USB 3.2 Gen2 Type A port(s): 1 b. USB 3.2 Gen2 Type A port(s): 1 c. HDMI port(s): 1 d. USB 2.0 Type A port(s): 4 e. Audio jack: 1 Front/Side Connectors Audio jack: Front/Rear Connectors f. Ethernet (RJ-45) port g. Power connector (DC-in) 10. Pointing Device: USB Optical Mouse with mouse pad 11. Input Device: USB Keyboard with numeric keypad 12. Warranty: <ul style="list-style-type: none"> 3 Years Parts 3 Years Labor 3 Years On-site <p>B. Other Accessories</p> <ol style="list-style-type: none"> 1. Speaker (Other brand is acceptable) 1 year warranty 2. HD webcam compatible with desktop PC (1 Year Warranty) 3. Multimedia Card Reader 4. Mouse Pad 	
4	DESKTOP PC (Intel Core i7)	
	<p>A. Detailed Technical Specifications</p> <ol style="list-style-type: none"> 1. Branded 2. Processor: at least 10th Gen Intel Core i7 3. Operating System: Pre-installed Windows 10 or 11 Pro 64 Bit 4. Monitor: 21.5" VGA+HDMI 5. Memory: 8GB [1x 8GB] DDR4 UDIMM, Two[2] Memory Slots, Up to 32GB [Dual-channel] 6. Storage/Hard Disk: 256GB M.2 PCI-E SSD + 1TB SATA 3.5"inch 7200RPM HDD 7. Network Interface: Gigabit Ethernet 10/100/1000' 8. WirelessLAN: 802.11ax/ac/a/b/g/n, Wi-Fi 6 and 	

	<p>Bluetooth® 5</p> <p>9. Standard I/O Ports</p> <ul style="list-style-type: none"> • a. USB 3.2 Gen1 Type A port(s): 4 • b. USB 2.0 Type A port(s): 4 • c.HDMI port(s): 1 • Ethernet (RJ-45) port • f.Front Connectors: Audio jack(s): 1 • Rear I/O connectors: Audio jack(s): • g. Power connector <p>ii. Pointing Device: USB Optical Mouse with mouse pad</p> <p>iii. Input Device: USB Keyboard with numeric keypad</p> <p>iv. Warranty: 3 Years Parts 3 Years Labor 3 Years On-site</p> <p>B. Other Accessories</p> <ol style="list-style-type: none"> 1. Speaker (Other brand is acceptable)1 year warranty 2. HD webcam compatible with desktop PC (1 Year Warranty) 3. Multimedia Card Reader 4. Mouse Pad 	
5	DATABASE SERVER	
	<p>A. DETAILED TECHNICAL SPECIFICATIONS</p> <ul style="list-style-type: none"> - CPU: intel® Xeon ® Processor - Core: 6 cores - Memory: 16GB DDR4 - Hard disk for database/ document storage: (2x) 3.5" 2TB SATA - Form Factor: Tower Server - Ports: Rear: 2 x USB 3.2 Gen 1, 2 x USB 2.0, 1 x VGA Port, 1 x COM Port, 1 x RJ45 Dedicated IPMI LAN port, 2 x RJ45 Ethernet LAN ports - Warranty: - 3 years Labor - 3 years Labor - 3 years on-site 	
6	PRINTER	
	<ol style="list-style-type: none"> 1. Printer with Scanner <ul style="list-style-type: none"> - Wi-Fi All-in-One Tank Printer 	

	<ul style="list-style-type: none"> - Wired Connection & Wi-Fi Direct - Free All colors of ink bottles - Product Warranty: Two (2) year on parts and services - Interface: USB 2.0 Hi-Speed - Output Capacity: up to 30 sheets and 20 sheets Glossy paper - Optical Resolution: 1200 x 2400 dpi - Print Speed: up to 33.0 ppm/15.0 ppm - Maximum Printing Resolution 5760 x 1440 dpi - Wi-Fi, Wi-Fi Direct TCP/IP4 <p>Note:</p> <p>Above Specifications or equivalent</p>	
2.	1. Flatbed Scanner with Automatic Document Feeder (ADF)/ Manual Feed/Duplex	
	<ul style="list-style-type: none"> - MediaType: Receipt, Photo, Paper - Connectivity Tech.: USB - Document Size: 8.5 x 11 sizes to 14.17 - Scan Type: Color and Black - Duplex Scan - Network: Wi-Fi and USB mode - DVD with User's Manual Software & Drivers - Warranty Card - Technical Support Card 	
	Lot 2	
	<p>1.Printer impact, dot matrix, 9 pins</p> <ul style="list-style-type: none"> • Number of columns: 80 • Print Direction: Bi-directional with logic seeking • Interface: parallel of USB • Paper Handling: Manual, tractor feeder • Mean Print Volume Between Failure (MPVB): 12 million lines (except print head) • Mean Time Mean Print Volume Between Failure (MPVB): 6,000 power-on hours (POH) (hours at 25% duty cycle) • Print Head Life: 400 million strokes/wire (approx.) • Power Requirement: 220 VAC/60Hz • Accessories: Power Cable, USB Cable, software driver (if any), operating manual, ribbon cartridge • Brand shall be engraved/embossed/printed on the item 	

	Product Warranty: One (1) year on parts and services													
2.	<div><div>Multifunction Printer</div><div>Printing Method: Colour Laser Beam</div><div>Print Speed:</div><table><tr><td>A4</td><td>21 / 21ppm (Mono / Colour)</td></tr><tr><td>Letter</td><td>22 / 22ppm (Mono / Colour)</td></tr><tr><td>2-Sided</td><td>12 / 12ppm (Mono / Colour)</td></tr></table><div>Print Resolution: 600 x 600dpi</div><div>Print Quality with Image Refinement Technology: 1,200 × 1,200dpi (eq.)</div><div>A4: Approx. 10.4 / 10.5sec (Mono / Colour)</div><div>Letter: Approx 10.3 / 10.3sec (Mono / Colour)</div><div>Print Language: UFR II, PCL 6</div><div>Auto Duplex Print: Standard</div><div>Available Paper Size for Auto Duplex Print: A4, B5, Letter, Legal, Executive, Foolscape, Indian Legal</div><div>Supported File Format for USB Direct Print: Supported File Format: JPEG, TIFF, PDF</div><div><div>COPY</div><div>Copy Speed A4</div><table><tr><td>A4</td><td>21 / 21ppm (Mono / Colour)</td></tr><tr><td>Letter</td><td>22 / 22ppm (Mono / Colour)</td></tr><tr><td>2-Sided</td><td>12 / 12ppm (Mono / Colour)</td></tr></table><div>Copy Resolution:600 x 600dpi</div><div>A4: Approx. 11.4 / 13.4sec (Mono / Colour)</div><div>Letter: Approx. 11.2 / 13.1sec (Mono / Colour)</div><div>Maximum Number of Copies: Up to 999 copies</div><div>Copy Features: Frame Erase, Collate, 2 on 1, 4 on 1, ID Card Copy, Passport Copy</div><div><div>SCAN</div><div>Scan Resolution</div></div></div></div>	A4	21 / 21ppm (Mono / Colour)	Letter	22 / 22ppm (Mono / Colour)	2-Sided	12 / 12ppm (Mono / Colour)	A4	21 / 21ppm (Mono / Colour)	Letter	22 / 22ppm (Mono / Colour)	2-Sided	12 / 12ppm (Mono / Colour)	
A4	21 / 21ppm (Mono / Colour)													
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2-Sided	12 / 12ppm (Mono / Colour)													
A4	21 / 21ppm (Mono / Colour)													
Letter	22 / 22ppm (Mono / Colour)													
2-Sided	12 / 12ppm (Mono / Colour)													

	Optical	Platen glass: up to 600 x 600dpi		
		Feeder: up to 300 x 300dpi		
	Driver Enhanced	Up to 9,600 x 9,600dpi		
	Scan Type	Colour Contact Image Sensor		
Maximum Scan Size				
Platen Glass: Up to 216.0 x 297mm				
Feeder: Up to 216.0 x 355.6mm				
Scan Speed: 1-Sided: 26.1 ipm (mono), 13.3 ipm (colour)				
Colour Depth: 24-bit				
Pull Scan Yes, USB and Network				
Push Scan (Scan To PC) with MF Scan Utility: Yes, USB and Network				
Scan To USB (via USB Host 2.0): Yes				
Scan Driver Compatibility: TWAIN, WIA				
<ul style="list-style-type: none"> PAPER HANDLING 				
(ADF) : 50 sheets (80g/m2)				
Available Paper Size for ADF: A4, B5, A5, Letter, Legal, Statement				
Standard Cassette: 250 sheets				
Maximum Paper Input Capacity: 251 sheets				
Paper Output: 100 sheets				
<ul style="list-style-type: none"> Paper Sizes 				
Cassette: A4, B5, A5, Letter, Legal, Statement, Executive, Government Letter, Government Legal, Foolscap, Indian Legal Custom (min. 76.2 x 127.0mm to max. 216.0 x 355.6mm)				
Multi-Purpose Tray: A4, B5, A5, Letter, Legal, Statement, Executive, Government Letter, Government Legal, Foolscap, Indian Legal, Index Card Envelope: COM10, Monarch, C5, DL Custom (min. 76.2 x 127.0mm to max. 216.0 x 355.6mm)				
Paper Types: Plain, Thick, Coated, Recycled, Colour, Label, Po: stcard, Envelope				
Paper Weight				

	<p>ADF: 50 to 105gsm/m2</p> <p>Cassette: 60 to 200g/m2</p> <p>Multi-Purpose Tray</p> <p><u>Connectivity & Software</u></p> <p>Standard Interfaces</p> <p>Wired: USB 2.0 High Speed,</p> <p>Network Protocol</p> <p>Print: LPD, RAW, WSD-Print (IPv4, IPv6)</p> <p>Scan: Email, SMB, WSD-Scan (IPv4, IPv6), FTP</p> <p>Network Security</p> <p>Wired: IP/Mac address filtering, HTTPS, SNMPv3, IEEE802.1x, IPSEC</p> <p>Wireless: WEP 64/128 bit, WPA-PSK (TKIP/AES), WPA2-PSK (AES)</p> <p>Compatible Operating Systems*2: Windows® 10, Windows® 8.1, Windows® 7, Windows Server® 2016, Windows Server® 2012 R2, Windows Server® 2012, Windows Server® 2008 R2, Windows Server® 2008</p> <p>Software Included: Printer driver, Scanner driver, MF Scan Utility, Toner Status</p> <p>Device Memory: 1 GB</p> <p>Toner Cartridge</p> <p>Standard: All colors</p> <p>Monthly Duty Cycle: 30,000 pages</p> <ul style="list-style-type: none"> ● Warranty: 1-year Warranty <ul style="list-style-type: none"> ▪ One (1) year on Parts and Labor from Authorized Service Centers with Global Repair Coverage. b. Supplier shall respond within 24 hours for any technical assistance/support either thru telephone call, email, or site visit. 	
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	<p>II. Additional Requirements in Technical Specifications form, arranged, numbered, and tabbed as enumerated below:</p> <ol style="list-style-type: none"> 1. Warranty Certificate(s); 2. Certificate of After Sales Service and Parts; 3. After support within one (1) Year /Certification whichever is applicable; 4. The Bidder shall submit any of the following: <ol style="list-style-type: none"> a. If the bidder is the manufacturer, certify that the bidder manufactures the products/items; or b. If the bidder is an Exclusive /Authorized Distributor or Dealer of the products/items, a Certificate or Contract from the manufacturer must be provided as proof that the bidder is an Exclusive /Authorized Distributor or Dealer of the products/items; or c. If the bidder is an agent of the exclusive distributor or dealer, the following must be provided: <ol style="list-style-type: none"> i. Certificate or Distributor /Dealership Agreement by the Manufacturer with the distributor or dealer; and ii. Contract between the distributor/dealer and the bidder 5. Original Brochure or download from the internet and other manufacturer's un-amended sales literature, unconditional statements of the specifications and compliance issued by the manufacturer, samples, independent test data, etc., as appropriate for cross-referencing statement of the compliance; and 6. Sworn Statement using the prescribed form 	
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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) **in accordance with Section 8.5.2 of the IRR;**

Technical Documents

- ☐ (b) 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; **and**
- ☐ (c) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, 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; **and**
- ☐ (d) 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; **and**
- ☐ (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- ☐ (f) Original duly signed Omnibus Sworn Statement (OSS) **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

- ☐ (g) The prospective bidder’s computation of Net Financial Contracting Capacity (NFCC) **or** A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class “B” Documents

- ☐ (h) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence **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

- ☐ (i) Original of duly signed and accomplished Financial Bid Form; **and**
- ☐ (j) Original of duly signed and accomplished Price Schedule(s).

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

- ☐ (k) *[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.
- ☐ (l) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

