

PHILIPPINE BIDDING DOCUMENTS

SUPPLY AND DELIVERY OF VARIOUS IT EQUIPMENT (LOT 1) AND PERIPHERALS (LOT 2)

UPB-BID-2021-11

**Sixth Edition
July 2020**

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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

UNIVERSITY OF THE PHILIPPINES BAGUIO

Governor Pack Road, Baguio City

INVITATION TO BID FOR SUPPLY AND DELIVERY OF VARIOUS IT EQUIPMENT (LOT 1) AND PERIPHERALS (LOT 2) UPB-BID-2021-11

1. The University of the Philippines Baguio (UP Baguio), through the General Appropriations Act/Special Appropriations CY 2021 intends to apply the sum of Two Million Two Hundred Eighty Two and 500 Pesos Only (PhP 2,282,500.00) for two (2) lots being the ABC to payments under the contract for Supply and Delivery of Various IT Equipment (Lot 1) and Peripherals (Lot 2) with Bid Reference No. UPB-BID-2021-11. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Lot	ABC (PhP)
Lot 1	1,345,000.00
Lot 2	937,500.00
Total	2,282,500.00

2. The University of the Philippines Baguio now invites bids for the above Procurement Project. Delivery of the Goods is required within Sixty (60) calendar days from 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).
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.

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.

4. Prospective Bidders may obtain further information from University of the Philippines Baguio and inspect the Bidding Documents at the address given below from Monday to Friday from 8:30a.m. to 4:30p.m.

A complete set of Bidding Documents may be acquired by interested Bidders starting **26 October 2021** from the given address and website 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

Lot	Amount (PhP)
Lot 1	1,500.00
Lot 2	1,000.00
Lot 1& 2	2,500.00

Personal payment at the UP Baguio Cashier's office or thru:

Bank: Development Bank of the Philippines (DBP)

Branch: Baguio City

Account Name: UP Baguio Trust Fund

Account Number: 0-00363-510-1

(Please make at least 2 copies of the deposit slip)

OR

Bank: Land Bank of the Philippines (LBP)

Branch: Baguio City, Marcos Highway

Account Name: UP Baguio Revolving Fund

Account Number: 0221-3287-28

(Please make at least 2 copies of the deposit slip)

For the Official Receipt, you may proceed at the Cashier's Office for the issuance of the Official Receipt from 8:00 a.m. to 4:00 p.m., Monday to Friday.

Proof of payment must be presented upon acquiring a complete set of bidding documents at the BAC Secretariat's Office.

The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, or by facsimile, or through electronic means.

5. The University of the Philippines Baguio will hold a **Pre-Bid Conference on 4 November 2021, 9:30 AM** at the Board Room, 2nd floor Iskolar ng Bayan Building, University of the Philippines Baguio, Governor Pack Road, 2600 Baguio City, and/or through zoom conferencing which shall be open to prospective bidders.

The pre-bid conference may be attended via ZOOM CONFERENCE. For those participating via Zoom conferencing, please click on the link below to register in advance for this meeting:

Register in advance for this meeting:

<https://up-edu.zoom.us/meeting/register/tZckdeugrTIsEt2TXiSeMutD7B7BzTle7xcB>

After registering, you will receive a confirmation email containing information about joining the meeting.

6. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address indicated below, (ii) online or electronic submission as indicated below, or (iii) both on or **before 9:00 a.m. on 16 November 2021**. Late bids shall not be accepted.

*BAC Secretariat Office
Supply and Property Management Office
Isabelo delos Reyes Building*

*UP Baguio
Governor Pack Road, Baguio City
Email : bac.upbaguio@up.edu.ph*

7. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
8. Bid opening shall be at **10:00 a.m. on 16 November 2021** at Board Room, 2nd Floor Iskolar ng Bayan Building, UP Baguio Governor Pack Road, Baguio City. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

The bid opening may be attended via ZOOM CONFERENCE. For those participating via Zoom conferencing, please click on the link below to register in advance for this meeting:

Register in advance for this meeting:

<https://up-edu.zoom.us/meeting/register/tZAkfuqsqzkoGNXNU5teDhC7-4mGFPGy-GJt>

After registering, you will receive a confirmation email containing information about joining the meeting.

Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

9. The University of the Philippines Baguio 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.
10. For further information, please refer to:

*Rodolfo T. Suyat, Jr.
Supply and Property Management Office
Isabelo delos Reyes Building
UP Baguio
Governor Pack Road, Baguio City
Telefax. No. (074) 442 3484, (074) 446 9973
email: bac.upbaguio@up.edu.ph
<http://www.bac.upb.edu.ph>*

11. You may visit the following websites:

For downloading of Bidding Documents:

web.upb.edu.ph/bids-and-awards-committee-bac

For online bid submission:

email to: bac.upbaguio@up.edu.ph

Date of Issue: **26 October 2021**

SANTOS JOSE O. DACANAY III
Chairperson

Section II. Instructions to Bidders

Scope of Bid

The Procuring Entity, University of the Philippines Baguio wishes to receive Bids for the Supply and Delivery of IT Equipment (Lot 1) and IT Peripherals (Lot 2), with Bid Reference No. UPB-BID-2021-11.

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).

1. Funding Information

2.1. The GOP through the source of funding as indicated below for 2021 in the amount of Two Million Two Hundred Eighty Two Thousand and Five Hundred Pesos Only (PhP 2,282,500.00).

2.2. The source of funding is: the General Appropriations Act or Special Appropriations

2. 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.

3. 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.

4. 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, The Bidder must have completed a single contract that is similar to this Project, 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.

5. 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.

6. Subcontracts

- 7.1. Procuring Entity has prescribed that: Subcontracting is not allowed.

7. 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 University of the Philippines Baguio, Governor Pack Road, Baguio City and through videoconferencing as indicated in paragraph 6 of the IB.

8. 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.

9. 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 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.

10. 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. 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)**.

12. 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.

13. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration¹ 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 **120 CD days after submission of bids**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

14. Sealing and Marking of Bids

Each Bidder shall submit **Two (2) copies** of the first and second components of its Bid per lot.

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.

15. Deadline for Submission of Bids

¹ 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.

- 16.1. 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**.

16. 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.

17. 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.

18. 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.

19. Post-Qualification

- 20.1. 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**.

20. 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

Bid Data Sheet

ITB Clause	
5.3	For this purpose, contracts similar to the Project shall be: <ul style="list-style-type: none"> a. Experience in supply and delivery of various IT Equipment and Peripherals; and, b. completed within three years prior to the deadline for the submission and receipt of bids.
7.1	Subcontracting is not allowed.
12	The price of the Goods shall be quoted DDP University of the Philippines Baguio, Governor Pack Road, Baguio City, Benguet, Philippines.
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 two percent (2%) of ABC of the lot participating in the bidding process, 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 five percent (5%) of ABC of the lot participating, if bid security is in Surety Bond.
15	Each Bidder shall submit TWO (2) copies of the first and second components of its Bid per lot.
19.3	The Project will be awarded per lot.
20.2	List of additional post-qualification documents relevant to the Project that may be required by University of the Philippines Baguio: <ol style="list-style-type: none"> 1. BIR 2303 2. Latest income and business tax returns (BIR Form 1701 or 1702) filed and paid through the BIR Electronic Filing and Payment System (eFPS) 3. Latest Value Added Tax Returns (Forms 2550M and 2550Q) or Percentage Tax Returns (forms 2551M) filed and paid through the BIR Electronic Filing and Payment System (eFPS) 4. Compliance to all existing laws and regulations 5. General Information Sheet and complete Articles of Incorporation (for bidders under SEC) Bidders must submit the post-qualification requirements within a non- extendible period of five (5) calendar days from the receipt of the notice of LCB/SCB from the BAC.
21.2	List of additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity. <ol style="list-style-type: none"> 1. Signed Notice of Award 2. Performance Security in accordance with Section 39 of the Revised IRR of RA 9184 which includes the Performance Securing Declaration (PSD) as an alternate performance security during a state of calamity or imposition of community quarantine pursuant to GPPB Resolution No.09-2020 dated 7 May 2020
Additional	The bidder, or its authorized representative/s, shall affix their initials on each and every page of the bid in the technical and financial envelopes including documents that require the bidder's, or its authorized representative's signature, per NPM no. 118-2015. All forms that require signature/s on the space provided for shall be duly accomplished by the bidder, or its authorized representative.

Section IV. General Conditions of Contract

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)**.

1. Advance Payment and Terms of Payment

- 1.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.
- 1.2. 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**.

2. 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.

3. 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.

4. 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.

5. 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><i>[For Goods supplied from abroad, state:]</i> “The delivery terms applicable to the Contract are DDP delivered at University of the Philippines Baguio, Governor Pack Road, Baguio City. 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 at University of the Philippines Baguio, Governor Pack Road, Baguio City. 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 Rodolfo T. Suyat, Jr., Supply and Property Management Office (SPMO).</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> <ol style="list-style-type: none">performance or supervision of on-site assembly and/or start-up of the supplied Goods;furnishing of tools required for assembly and/or maintenance of the supplied Goods;furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;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>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> <ul style="list-style-type: none"> a. 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 b. in the event of termination of production of the spare parts: <ul 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 cost 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 two (2) years.</p> <p>Spare parts or components shall be supplied as promptly as possible, but in any case, within 3 months of placing the order.</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 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</p>

	<p>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	Partial payment is not allowed.
4	The inspections and tests that will be conducted are: random checking of the cover and pages of the books supplied and delivered and in accordance with Section VII (Technical Specifications)

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.

Lot 1

No.	Item Description	Technical Specifications		Qty	UOM	Schedule of Requirements
1	Desktop Computer	Type	All-In-One, Sleek Desktop Profile	5	sets	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Processor	at least 2C/4T or 4C/4T, 2-4MB cache, upto 3-4Ghz			
		Memory	at least 8GB DDR4			
		Storage	at least 512GB SSD M.2 2280 PCIe 3.0 NVMe or 256GB SSD+1TB HDD			
		GPU	at least integrated UHD graphics			
		Display	at least 21.5" LED IPS FullHD 1080p			
		Camera	at least built-in 720p HD			
		Speakers	at least built-in stereo			
		Mic	at least built-in mono			
		Network	at least built-in RJ45 LAN, WiFi b/g/n, BT			
		OS	at least Windows 10 64-bit			
		Productivity	at least non-subscription Office 2019			
		Peripherals	at least USB wired Mouse, USB wired Keyboard			
		Ports	at least USB 3.x, USB 2.x, 3.5mm combo audio, HDMI out, card reader			
		UPS	at least 800VA, 220V with universal outlets			
		Other	at least 24 months manufacturers warranty			
2	Desktop Computer	Type	All-In-One, Sleek Desktop or Regular Desktop Profile	1	set	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Processor	at least 4C/4T, 4C/8T or 6C/6T, 4-8MB cache, upto 3-4Ghz			
		Memory	at least 8-16GB DDR4			
		Storage	at least 512GB SSD M.2 2280 PCIe 3.0 NVMe or 256GB SSD+1-2TB HDD			
		GPU	at least 2GB discrete GPU			
		Display	at least 23.8" LED IPS FullHD 1080p			
		Camera	at least built-in 720p-1080p HD			
		Speakers	at least built-in stereo			
		Mic	at least built-in mono or stereo			
		Network	at least built-in RJ45 LAN, WiFi b/g/n, BT			
		OS	at least Windows 10 64-bit			
		Productivity	at least non-subscription Office 2019			
		Peripherals	at least USB wired Mouse, USB wired Keyboard			
		Ports	at least USB 3.x, USB 2.x, 3.5mm combo audio, HDMI out, HDMI in, card reader			
		UPS	at least 1000VA, 220V with universal outlets			
		Other	at least 24-36 months manufacturers warranty, NBD support			
3	Desktop computer	Type	All-In-One Desktop or High-Performance Desktop Profile	6	set	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Processor	at least 4C/8T, 6C/6T or 6C/12T, 6-10MB cache, upto 3-4.5Ghz			
		Memory	at least 16GB DDR4			
		Storage	at least 512-1024GB SSD M.2 2280 PCIe 3.0 NVMe+2-4TB HDD			
		GPU	at least 4-8GB discrete GPU			
		Display	at least 23.8"-27" LED IPS FullHD 1080p 144-165Hz			
		Camera	at least built-in 720p-1080p HD			
		Speakers	at least built-in stereo or dual-stereo			
		Mic	at least built-in mono or stereo			
		Network	at least built-in RJ45 LAN, WiFi b/g/n, BT			
		OS	at least licensed Windows 10 64-bit			
		Productivity	at least non-subscription, licensed Office 2019			
		Peripherals	at least USB wired Mouse, USB wired Keyboard			
		Ports	at least USB 3.x, USB 2.x, 3.5mm combo audio, HDMI out, HDMI in, card reader			
		UPS	at least 1500VA, 220V with universal outlets			
		Other	at least 36 months manufacturers warranty, NBD support			
4		Type	All-In-One, Sleek Desktop Profile	1	set	

	Desktop Computer	Processor	at least 6C, upto 4.8Ghz	3	sets	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Memory	at least 8GB			
		Storage	at least 512GB SSD			
		GPU	at least 4GB discrete GPU			
		Display	at least 27" 5K Retina, 500 nits, 2880p			
		Camera	at least built-in 1080p HD			
		Speakers	at least built-in hi-fi 6-speaker with force cancelling woofers			
		Mic	at least built-in studio quality 3-mic array			
		Network	at least built-in RJ45 LAN, WiFi 6/a/b/g/n/ac, BT			
		OS	at least Mac OS 11.3			
		Productivity	at least non-subscription Office 2019			
		Peripherals	at least USB wired Mouse, USB wired Keyboard			
		Ports	at least USB 4.x, USB 3.x, Thunderbolt, 3.5mm combo audio			
		UPS	at least 1500VA, 220V with universal outlets			
		Other	at least 12 months manufacturers warranty			
5	Desktop computer	Type	All-In-One Desktop or High-Performance Desktop Profile	3	sets	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Processor	at least 4C/4T, 4C/8T or 6C/6T, 4-8MB cache, upto 3-4Ghz			
		Memory	at least 8-16GB DDR4			
		Storage	at least 512GB SSD M.2 2280 PCIe 3.0 NVMe or 256GB SSD+1-2TB HDD			
		GPU	at least 2GB discrete GPU			
		Display	at least 23.8" LED IPS FullHD 1080p			
		Camera	at least built-in 720p-1080p HD			
		Speakers	at least built-in stereo			
		Mic	at least built-in mono or stereo			
		Network	at least built-in RJ45 LAN, WiFi b/g/n, BT			
		OS	at least licensed Windows 10 64-bit			
		Productivity	at least non-subscription, licensed Office 2019			
		Peripherals	at least USB wired Mouse, USB wired Keyboard			
		Ports	at least USB 3.x, USB 2.x, 3.5mm combo audio, HDMI out, HDMI in, card reader			
		UPS	at least 1000VA, 220V with universal outlets			
		Other	at least 24-36 months manufacturers warranty, NBD support			
		Peripherals	at least backlit Magic Keyboard with Force Touch trackpad, Touch Bar			
		Ports	at least USB 4.x, Thunderbolt, 3.5mm combo audio			
		Other	at least 12 months manufacturer's warranty			

LOT 2

No.	Item Description	Technical Specifications		Qty	UOM	Schedule of Requirements
6	Desktop Speaker	TOTAL POWER OUTPUT:RMS 8W x 2 + 12W x 1		2	units	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		THD + N:10%				
		SNR:≥85dBA				
		DISTORTION:≤0.5%				
		INPUT SENSITIVITY:Satellites: 450mV ± 50mV				
		Subwoofer: 70mV ± 20mV				
		NPUT IMPEDANCE:10KΩ				
		SUBWOOFER / BASS UNIT:5 inch (131mm), Magnetically shielded, 4Ω				
		TWEETER UNIT:2¾ inch (70mm), Magnetically shielded, 4Ω				
		CONTROL PANEL:Bass trimmer, Power switch, FM tuner				
		DIMENSION:Satellites: 120mm × 151mm × 125mm				
		Subwoofer: 164mm × 220mm × 280mm (WxHxD)				
WEIGHT:≈4.20Kg (net) / ≈5.20Kg (gross)						
7	DSLR camera	AF Modes	One-Shot AF, Servo AF	1	Unit	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		AF Point Selection	Automatic selection, Manual selection			
		AF System Points	143 / 99 AF Points* * Up to 143 AF points may be displayed when a compatible lens is attached.			
		Built-in Flash	YES			
		Closest Focusing Distance (cm)	25			
		Continuous Shooting Speed (Shots Per Sec) (Up To)	10 (One-Shot AF) / 7.4 (Servo AF)			

		Dimensions (Excl. Protrusions) (mm) (Approx.)	116.3 x 88.1 x 58.7			
		Drive System	Stepping Motor-driven lead screw + rack system			
		Effective ISO	100 - 25600 (H:51200)			
		Effective Pixels (Megapixels)	24.1			
		Exposure Compensation	Manual: ±3 stops in 1/3-stop increments, AEB: ±2 stops in 1/3-stop increments			
		Eye Detection AF	Available: One-Shot AF			
		Flash Modes	E-TTL II Autoflash, FE Lock, Manual pop-up, Retractable, Built-in			
		Focal Length (35mm Equivalent)	24 - 72mm(3x)			
		Guide Number ISO 100 metres	5			
		Image Resolution	6000 x 4000 (L) 3984 x 2656 (M) 2976 x 1984 (S1) 2400 x 1600 (S2) 6000 x 4000 (RAW)			
		Image Stabilizer	Lens-shift type			
		LCD Monitor (Size) (Inch)	3			
		LCD Monitor Resolutions (dots)	1040000			
		Manual Focus	YES			
		Memory Card Type	SD, SDHC*, SDXC*, *UHS-I cards compatible			
		Metering Mode	384-zone TTL Evaluative, Partial, Spot, Centre-weighted average			
8	Headphones	Features:	Adjustable Headband	2	units	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Impedance:	21 Ohm			
		Sound Pressure Level:	100 dB			
		Minimum Frequency Response:	20 Hz			
		Maximum Frequency Response:	20 kHz			
		Host interface:	Mini-phone (3.5mm)			
		Color:	Black			
		Microphone Controls	Noise Cancellation			
		Microphone Technology	Omni-directional			
		Microphone design	boom			
		Earpiece Design:	Over-the-head			
		Earpiece type:	Binaural			
9	Microphone with stand	Transducer:	Condenser Microphone	2	units	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Use:	Computer Microphone			
		Set Type:	Multi-Microphone Kits			
		Polar Patterns:	Cardioid			
		Communication:	Wired			
		Package:	Yes			
		Model Number:	AU-PM422			
		Style:	Professional USB Microphone			
		Microphone-core:	Dia.16mm Condenser			
		Frequency Response:	20Hz-20kHz			
		Sampling Rate:	192kHz/24bit			
		Sensitivity:	-47dB~-29dB+/-3dB			
		Maximum SPL:	125dB			
		USB Cable:	USB A to B, 2.5M			
		Mute control:	Touch panel			
		Monitor:	Available			
		Microphone gain:	Knob			
10	Optimal mouse	Connection modes:	USB	40	units	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		USB type:	3.0			
		compatibility:	Windows XP/VISTA/7/8/10			
		Macos:	Yes			
		Features:	3 buttons including 2D non-slip scroll wheel			
		DPI	1600			

11	Printer, all in one A3 printer	Printer Type:	Print, Scan, Copy, Fax with ADF	1	Unit	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Print Method:	Precision Core, Print head			
		Minimum Ink Droplet Volume:	2.8 pl			
		Print Direction	Bi-directional printing, Uni-directional printing			
		Nozzle Configuration	400 x 2 nozzles Black, 128 x 2 nozzles per colour (Cyan, Magenta, Yellow)			
		Maximum Resolution	4800 x 2400 dpi (with variable-sized droplet technology)			
		Automatic Two-sided printing	Yes			
		Reduction/Enlargement	25-400%, Auto fit Function			
		Maximum Copy Size	A3			
		Copy Resolution	600 x600 dpi			
		Maximum Copies	999 copies			
		Copy Quality	Normal/Best Quality			
		ISO 29183	Yes			
		A4 Simplex Flatbed (Black or Colour)	Up to 16ipm/8.8ipm			
		Scanner Type	Flatbed colour, image scanner			
		Sensor type	CIS			
		Optical Resolution	1200 x 2400 dpi			
		Maximum Scan Area	297.18 x 431.8 mm (11.7 x 17")			
		Scanner Bit Depth	Color: 48-bit input, Grayscale: 16-bit input and 8-bit output, Black and Whiter: 16-bit input and 1-bit output			
		Support Paper Thickness	64-95 g/m ²			
		ADF Capacity	35 pages			
		Number of paper tray	2 fronts, 1 rear			
		Standard Input Capacity	Cassette 1: Up to 250 sheets, A4 Plain paper (80 g/m ²), 20 sheets, Premium Glossy Photo Paper Cassette 2: Up to 250 sheets, A4 Plain paper (80g/m ²) Rear Slot: 1 sheet			
		Type of Direct Printing	Card Slots / USB Memory			
		Supported Memory Card	SD Card, Memory Stick			
		USB Host Function	USB Host (Scan to memory device/Storage function)			
		Supported OS and Applications	Windows XP/XP Profesional x 64 Edition /Vista/7/8/8.1/10 Windows Server 2003/2003 x 64 Edition /2003 R2/2003 R2 x 64 Edition/2008/2008 R2/2012/2012 R2/2016 Windows MAC OS x 10.6.8 or later			
		Consumables	Black: atleast 6000 pages Magenta, Yellow, Cyan: atleast 6500 pages			
		USB	Hi-Speed 2.0			
12	Random Access Memory	Network	Ethernet, Wi-Fi IEEE 8-2.11 b/g/n, Wi-fi Direct	15	units	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Network Protocol	TCP/IPv4, TCP/IPv6, LPD, IPP, PORT9100, WSD, SNMP, HTTP, DHCP, BOOTP, APIPA, PING, DDNS, mDNS, SNTp, WSD, LLTD			
		LCD Screen	TFT Colour LCD			
		Branded, High Quality Desktop computer RAM Module DDR3 4GB				
		Power Supply: JEDEC Standard 1.5V (1.425V~1.575V)				
		VDDQ: 1.5V (1.425V~1.575V)				
		800MHz FcK for 1600Mb/sec/pin				
		8 independent internal bank				
		Programmable CAS: 0,CL-2, or CL-1 clock Latency:11,20,9,8,7,6				
		Programmable Additive Latency				
		8-bit pre-fetch				
		Burst length: 8 (Interleave without any limit, sequential with starting address "000" only), 4 with tCCD=4 which does not allow seamless read or write (Either on the fly using A12 or MRS)				
		Bi-directional differential Data Strobe				
		Internal (Self) calibration: Internal self calibration through ZQpin (RZQ: 240 ohm+- 1%)				

		ON Die Termination using ODT Pin			
		Average Refresh Period 7.8us at lower than TCASE 85 degree celcius, 3.9us at 86 degree Celsius & lt; TCASE & lt; 95 degree Celsius			
		Asynchronous Reset			
		PCB: Height 0.740" (18.75mm) or 1.180" (30.00mm)			
		Crow Cycle Time Command Time (tRFCmin) 48.125ns (min)			
		Refresh to Active/Refresh260ns (min.)			
		Row Active Time (tRASmin) 35ns (min.)			
		Macimum Operating Power TBD W			
		Operating Temperature 0 degree Celsius to 85 degree Celsius			
13	Ring Light	size: 18 inch ring	1	unit	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		klight ; 240 LED beads			
		Dual phone position			
		With Ring Light Bag			
		Dual Tone: White Light and Warm Light			
		Stepless Dimming			
14	Teleprompter	Compatible Tablet	1	unit	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Size			
		Weight:			
		With			
		Supports			
		With remote control			
15	Uninterruptible Power Supply	Type	25	units	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Output capacity			
		Interface			
		Controller			
		Display			
		Regulation			
		Input			
		Output			
		Battery			
		Protection			
16	Video/Photography Lighting Set	Professional Photography Light & Soft box Kit	1	set	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		High-quality L-ED Lights:			
		Large Soft boxes			
		Metal Light Stands			
		Practical and Convenient			
		Light Power:			
		Color Temperature:			
		Brightness:			
		Input Voltage: DC 24V			
		Softbox Size:			
		Light Stand Material:			

		Folded Length:	73cm / 28.7in			
		Max. Height:	200cm / 78.7in			
		Power Adapter:	100-240V JP plug			
17	HD Webcam for Desktop	Package Size:	75 * 27 * 23cm/ 29.5 * 10.6 * 9.1in	2	Units	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Weight:	4950g/ 10.9lbs			
		Maximum Resolution	1080 p/30fps-720/30 fps			
		Focus type	Autofocus			
		Lens type	Glass			
		Built-in mic	Stereo			
		Diagonal field of view	78 degrees			
			Tripod ready universal mounting clip fits laptop, LCD or Monitors/Universal clip fits laptops, LCD or CRT monitors			
		Others				
18	Wi-Fi Router	Network Standard	IEEE 802.11a, IEEE 802.11b, IEEE 802.11g, IEEE 802.11n, IEEE 802.11ac	4	Units	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Product Segment	AC1500 enhanced AC performance : 600+867 Mbps			
		Coverage	Large homes			
			802.11a : 6,9,12,18,24,36,48,54 Mbps 802.11b : 1, 2, 5.5, 11 Mbps 802.11g : 6,9,12,18,24,36,48,54 Mbps 802.11n : up to 600 Mbps 802.11ac : up to 867 Mbps			
		Antenna	External 5 dBi antenna x 4			
			MIMO technology			
		Transmit/Receive	2.4 GHz 4 x 4 5 GHz 2 x 2			
		Memory	16 MB Flash 128 MB RAM			
		Operating Frequency	2.4 GHz / 5 GHz			
		Encryption	64-bit WEP, 128-bit WEP, WPA2-PSK, WPA-PSK, WPA-Enterprise , WPA2-Enterprise , WPS support			
		VPN Support	IPSec Pass-Through PPTP Pass-Through L2TP Pass-Through			
		WAN Connection Type	Internet connection type : Automatic IP, Static IP, PPPoE(MPPE supported), PPTP, L2TP WAN Bridge support			
		Ports	RJ45 for 10/100/1000 BaseT for WAN x 1, RJ45 for 10/100/1000 BaseT for LAN x 4			
		Button	WPS Button, Reset Button, Power Switch			
		Power Supply	AC Input : 100V~120V(50~60Hz) for US type DC Output : 12 V with max. 1.5 A current			
		OS Support	Windows® 10 Windows® 8.1 Windows® 8			
		Color	Black or White			
19	Scanner	Scanner Type	Overhead, Simplex	6	Units	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Scanning modes	Color, Grayscale, Monochrome, Automatic (Color/Grayscale/Monochrome detection)			
		Image Sensor	Lens reduction optics/Color CCD x 1			
		Light Source	White Led + Lens illumination x 2			
		Optical Resolution	285 to 218 dpi (Horizontal Scanning) 283 to 152 dpi (Vertical scanning)			
		Document Size:	Maximum: 432 x 300 mm (17.0 x 11.8 in.)			

			Minimum: 25.4 x 25.4mm (1x1 in.)(4)			
		Document Thickness:	30mm (1.18 in.) or less			
		Interface:	USB 2.0 / USB 1.1 (Connector type: Type-B)			
20	Audio Controller	Accompaniment	Bluetooth wireless accompaniment	2	Units	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		All-in-One	Works as a USB sound card plus mixing station			
		Easy-to-use	Setup and start podcasting or live streaming in no time.			
		Mixing Station	Two mic inputs, One Accompaniment input, and real time monitoring			
		Special Effects	Eight Built-in special audio effects and various adjustments available for your creation			
		Multiple Outputs	Output up to three devices simultaneously. Give you more possibilities			
21	Back Drop	Color	Green	1	set	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Material	Polyester-Cotton Fabric			
		Backdrop Unfolded Size	2 * 3m / 6.6 * 10ft			
		Backdrop Bracket Size	2 * 3m / 6.6 * 10ft			
		Package Size	85 * 16 * 10.5cm/ 33.5 * 6.3 * 4.1in			
		Package Weight	3537g/ 7.8lbs			
22	All-in-one Inkjet Printer	Type	All-in-One, Print, Scan, Copy, Fax, Color Inkjet w/ ADF, CISS	4	Sets	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Print Speed	at least upto 33ppm (black) / 20ppm (color) for Draft A4			
		Copy Speed	at least upto 11ipm (black) / 5.5ipm (color) for A4 Simplex			
		Print Resolution	at least 4800 x 1200 dpi with variable-sized droplet technology			
		Nozzle Configuration	at least 400 nozzles Black, 128 nozzles per colour (Cyan, Magenta, Yellow)			
		Display / Console	at least 2.4" Color LCD Touch Panel			
		Scanner Optical Resolution	at least 1200 x 2400 dpi, 48-bit color			
		Scanner Speed	at least 200dpi Black: 12 sec / 5 ipm, 200dpi Colour: 27 sec / 5 ipm			
		ADF Paper Capacity	at least 30 pages (A4), 10 pages (Legal)			
		Maximum Copy Resolution	at least 600 x 1200 dpi			
		OS	at least compatible with Windows and Mac OS			
		Photo Printing	at least borderless upto A4, 92s printout			
		Ink Tank System	at least spill-free and error-free refilling			
		Connectivity	at least USB 2.x, WiFi, WiFi Direct and LAN			
		Other	at least 12 months manufacturer's warranty			
23	Computer Chair	Dimension	W76 x D58 x H110-115 cm	2	units	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed
		Fabric	Black			
		Metal	Chrome			
		Primary Material	Back Rest: 16mm thick plywood with 80 mm thick foam covered with PU faux leather Seat: 16mm thick plywood with 90mm thick foam covered faux leather Armrest: polypropylene Plastic covered with PU faux leather Gas lift: 40 mm metal tube in chrome plated finish			
24	Microsoft Office 2019			10	Pieces	Delivered within Sixty (60) calendar days from receipt of the Notice to Proceed

Section VII. Technical Specifications

Technical Specifications

No.	Item Description	Technical Specifications	Qty	UOM	Statement of Compliance [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.]
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LOT 1

1	Desktop Computer	Type	All-In-One, Sleek Desktop Profile	5	sets	
		Processor	at least 2C/4T or 4C/4T, 2-4MB cache, upto 3-4Ghz			
		Memory	at least 8GB DDR4			
		Storage	at least 512GB SSD M.2 2280 PCIe 3.0 NVMe or 256GB SSD+1TB HDD			
		GPU	at least integrated UHD graphics			
		Display	at least 21.5" LED IPS FullHD 1080p			
		Camera	at least built-in 720p HD			
		Speakers	at least built-in stereo			
		Mic	at least built-in mono			
		Network	at least built-in RJ45 LAN, WiFi b/g/n, BT			
		OS	at least Windows 10 64-bit			
		Productivity	at least non-subscription Office 2019			
		Peripherals	at least USB wired Mouse, USB wired Keyboard			
		Ports	at least USB 3.x, USB 2.x, 3.5mm combo audio, HDMI out, card reader			
		UPS	at least 800VA, 220V with universal outlets			
		Other	at least 24 months manufacturers warranty			
2	Desktop Computer	Type	All-In-One, Sleek Desktop or Regular Desktop Profile	1		
		Processor	at least 4C/4T, 4C/8T or 6C/6T, 4-8MB cache, upto 3-4Ghz			
		Memory	at least 8-16GB DDR4			
		Storage	at least 512GB SSD M.2 2280 PCIe 3.0 NVMe or 256GB SSD+1-2TB HDD			
		GPU	at least 2GB discrete GPU			
		Display	at least 23.8" LED IPS FullHD 1080p			
		Camera	at least built-in 720p-1080p HD			
		Speakers	at least built-in stereo			
		Mic	at least built-in mono or stereo			
		Network	at least built-in RJ45 LAN, WiFi b/g/n, BT			
		OS	at least Windows 10 64-bit			
		Productivity	at least non-subscription Office 2019			
		Peripherals	at least USB wired Mouse, USB wired Keyboard			
		Ports	at least USB 3.x, USB 2.x, 3.5mm combo audio, HDMI out, HDMI in, card reader			

		UPS	at least 1000VA, 220V with universal outlets			
		Other	at least 24-36 months manufacturers warranty, NBD support			
3	Desktop computer	Type	All-In-One Desktop or High-Performance Desktop Profile	6	set	
		Processor	at least 4C/8T, 6C/6T or 6C/12T, 6-10MB cache, upto 3-4.5Ghz			
		Memory	at least 16GB DDR4			
		Storage	at least 512-1024GB SSD M.2 2280 PCIe 3.0 NVMe+2-4TB HDD			
		GPU	at least 4-8GB discrete GPU			
		Display	at least 23.8"-27" LED IPS FullHD 1080p 144-165Hz			
		Camera	at least built-in 720p-1080p HD			
		Speakers	at least built-in stereo or dual-stereo			
		Mic	at least built-in mono or stereo			
		Network	at least built-in RJ45 LAN, WiFi b/g/n, BT			
		OS	at least licensed Windows 10 64-bit			
		Productivity	at least non-subscription, licensed Office 2019			
		Peripherals	at least USB wired Mouse, USB wired Keyboard			
		Ports	at least USB 3.x, USB 2.x, 3.5mm combo audio, HDMI out, HDMI in, card reader			
		UPS	at least 1500VA, 220V with universal outlets			
		Other	at least 36 months manufacturers warranty, NBD support			
4	Desktop Computer	Type	All-In-One, Sleek Desktop Profile	1	set	
		Processor	at least 6C, upto 4.8Ghz			
		Memory	at least 8GB			
		Storage	at least 512GB SSD			
		GPU	at least 4GB discrete GPU			
		Display	at least 27" 5K Retina, 500 nits, 2880p			
		Camera	at least built-in 1080p HD			
		Speakers	at least built-in hi-fi 6-speaker with force cancelling woofers			
		Mic	at least built-in studio quality 3-mic array			
		Network	at least built-in RJ45 LAN, WiFi 6/a/b/g/n/ac, BT			
		OS	at least Mac OS 11.3			
		Productivity	at least non-subscription Office 2019			
		Peripherals	at least USB wired Mouse, USB wired Keyboard			
		Ports	at least USB 4.x, USB 3.x, Thunderbolt, 3.5mm combo audio			
		UPS	at least 1500VA, 220V with universal outlets			
		Other	at least 12 months manufacturers warranty			
5	Desktop computer	Type	All-In-One Desktop or High-Performance Desktop Profile	3	sets	
		Processor	at least 4C/4T, 4C/8T or 6C/6T, 4-8MB cache, upto 3-4Ghz			
		Memory	at least 8-16GB DDR4			
		Storage	at least 512GB SSD M.2 2280 PCIe 3.0 NVMe or 256GB SSD+1-2TB HDD			
		GPU	at least 2GB discrete GPU			
		Display	at least 23.8" LED IPS FullHD 1080p			
		Camera	at least built-in 720p-1080p HD			
		Speakers	at least built-in stereo			
		Mic	at least built-in mono or stereo			
		Network	at least built-in RJ45 LAN, WiFi b/g/n, BT			
		OS	at least licensed Windows 10 64-bit			
		Productivity	at least non-subscription, licensed Office 2019			
		Peripherals	at least USB wired Mouse, USB wired Keyboard			
		Ports	at least USB 3.x, USB 2.x, 3.5mm combo audio, HDMI out, HDMI in, card reader			
		UPS	at least 1000VA, 220V with universal outlets			
		Other	at least 24-36 months manufacturers warranty, NBD support			
		Peripherals	at least backlit Magic Keyboard with Force Touch trackpad, Touch Bar			
		Ports	at least USB 4.x, Thunderbolt, 3.5mm combo audio			
		Other	at least 12 months manufacturer's warranty			

LOT 2

No.	Item Description	Technical Specifications		Qty	UOM	Statement of Compliance
6	Desktop Speaker	TOTAL POWER OUTPUT:RMS 8W x 2 + 12W x 1		2	units	
		THD + N:10%				
		SNR:≥85dBA				
		DISTORTION:≤0.5%				
		INPUT SENSITIVITY:Satellites: 450mV ± 50mV				
		Subwoofer: 70mV ± 20mV				
		NPUT IMPEDANCE:10KΩ				
		SUBWOOFER / BASS UNIT:5 inch (131mm), Magnetically shielded, 4Ω				
		TWEETER UNIT:2¼ inch (70mm), Magnetically shielded, 4Ω				
		CONTROL PANEL:Bass trimmer, Power switch, FM tuner				
		DIMENSION:Satellites: 120mm × 151mm × 125mm				
		Subwoofer: 164mm × 220mm × 280mm (WxHxD)				
		WEIGHT:≈4.20Kg (net) / ≈5.20Kg (gross)				
7	DSLR camera	AF Modes	One-Shot AF, Servo AF	1	Unit	
		AF Point Selection	Automatic selection, Manual selection			
		AF System Points	143 / 99 AF Points* * Up to 143 AF points may be displayed when a compatible lens is attached.			
		Built-in Flash	YES			
		Closest Focusing Distance (cm)	25			
		Continuous Shooting Speed (Shots Per Sec) (Up To)	10 (One-Shot AF) / 7.4 (Servo AF)			
		Dimensions (Excl. Protrusions) (mm) (Approx.)	116.3 x 88.1 x 58.7			
		Drive System	Stepping Motor-driven lead screw + rack system			
		Effective ISO	100 - 25600 (H:51200)			
		Effective Pixels (Megapixels)	24.1			
		Exposure Compensation	Manual: ±3 stops in 1/3-stop increments, AEB: ±2 stops in 1/3-stop increments			
		Eye Detection AF	Available: One-Shot AF			
		Flash Modes	E-TTL II Autoflash, FE Lock, Manual pop-up, Retractable, Built-in			
		Focal Length (35mm Equivalent)	24 - 72mm(3x)			
		Guide Number ISO 100 metres	5			
		Image Resolution	6000 x 4000 (L) 3984 x 2656 (M) 2976 x 1984 (S1) 2400 x 1600 (S2) 6000 x 4000 (RAW)			
		Image Stabilizer	Lens-shift type			
		LCD Monitor (Size) (Inch)	3			
		LCD Monitor Resolutions (dots)	1040000			
		Manual Focus	YES			
		Memory Card Type	SD, SDHC*, SDXC*, *UHS-I cards compatible			
		Metering Mode	384-zone TTL Evaluative, Partial, Spot, Centre-weighted average			
8	Headphones	Features:	Adjustable Headband	2	units	
		Impedance:	21 Ohm			
		Sound Pressure Level:	100 dB			
		Minimum Frequency Response:	20 Hz			
		Maximum Frequency Response:	20 kHz			
		Host interface:	Mini-phone (3.5mm)			
		Color:	Black			

		Microphone Controls	Noise Cancellation			
		Microphone Technology	Omni-directional			
		Microphone design	boom			
		Earpiece Design:	Over-the-head			
		Earpiece type:	Binaural			
9	Microphone with stand	Transducer:	Condenser Microphone	2	units	
		Use:	Computer Microphone			
		Set Type:	Multi-Microphone Kits			
		Polar Patterns:	Cardioid			
		Communication:	Wired			
		Package:	Yes			
		Model Number:	AU-PM422			
		Style:	Professional USB Microphone			
		Microphone-core:	Dia.16mm Condenser			
		Frequency Response:	20Hz-20kHz			
		Sampling Rate:	192kHz/24bit			
		Sensitivity:	-47dB~-29dB+/-3dB			
		Maximum SPL:	125dB			
		USB Cable:	USB A to B, 2.5M			
		Mute control:	Touch panel			
10	Optimal mouse	Monitor:	Available	40	units	
		Microphone gain:	Knob			
		Connection modes:	USB			
		USB type:	3.0			
		compatibility:	Windows XP/VISTA/7/8/10			
		Macos:	Yes			
11	Printer, all in one A3 printer	Features:	3 buttons including 2D non-slip scroll wheel	1	Unit	
		DPI	1600			
		Printer Type:	Print, Scan, Copy, Fax with ADF			
		Print Method:	Precision Core, Print head			
		Minimum Ink Droplet Volume:	2.8 pl			
		Print Direction	Bi-directional printing, Uni-directional printing			
		Nozzle Configuration	400 x 2 nozzles Black, 128 x 2 nozzles per colour (Cyan, Magenta, Yellow)			
		Maximum Resolution	4800 x 2400 dpi (with variable-sized droplet technology)			
		Automatic Two-sided printing	Yes			
		Reduction/Enlargement	25-400%, Auto fit Function			
		Maximum Copy Size	A3			
		Copy Resolution	600 x600 dpi			
		Maximum Copies	999 copies			
		Copy Quality	Normal/Best Quality			
		ISO 29183	Yes			
		A4 Simplex Flatbed (Black or Colour)	Up to 16ipm/8.8ipm			
		Scanner Type	Flatbed colour, image scanner			
		Sensor type	CIS			
		Optical Resolution	1200 x 2400 dpi			
		Maximum Scan Area	297.18 x 431.8 mm (11.7 x 17")			
		Scanner Bit Depth	Color: 48-bit input, Grayscale: 16-bit input and 8-bit output, Black and Whiter: 16-bit input and 1-bit output			
		Support Paper Thickness	64-95 g/m ²			
		ADF Capacity	35 pages			
		Number of paper tray	2 fronts, 1 rear			
		Standard Input Capacity	Cassette 1: Up to 250 sheets, A4 Plain paper (80 g/m ²), 20 sheets, Premium Glossy Photo Paper Cassette 2: Up to 250 sheets, A4 Plain paper (80g/m ²) Rear Slot: 1 sheet			
		Type of Direct Printing	Card Slots / USB Memory			
		Supported Memory Card	SD Card, Memory Stick			

		USB Host Function	USB Host (Scan to memory device/Storage function)			
		Supported OS and Applications	Windows XP/XP Profesional x 64 Edition /Vista/7/8/8.1/10 Windows Server 2003/2003 x 64 Edition /2003 R2/2003 R2 x 64 Edition/2008/2008 R2/2012/2012 R2/2016 Windows MAC OS x 10.6.8 or later			
		Consumables	Black: atleast 6000 pages Magenta, Yellow, Cyan: atleast 6500 pages			
		USB	Hi-Speed 2.0			
		Network	Ethernet, Wi-Fi IEEE 8-2.11 b/g/n, Wi-fi Direct			
		Network Protocol	TCP/IPv4, TCP/IPv6, LPD, IPP, PORT9100, WSD, SNMP, HTTP, DHCP, BOOTP, APIPA, PING, DDNS, mDNS, SNTP, WSD, LLTD			
		LCD Screen	TFT Colour LCD			
12	Random Access Memory	Branded, High Quality Desktop computer RAM Module DDR3 4GB		15	units	
Power Supply: JEDEC Standard 1.5V (1.425V~1.575V)						
VDDQ: 1.5V (1.425V~1.575V)						
800MHz FcK for 1600Mb/sec/pin						
8 independent internal bank						
Programmable CAS: 0,CL-2, or CL-1 clock Latency:11,20,9,8,7,6						
Programmable Additive Latency						
8-bit pre-fetch						
Burst length: 8 (Interleave without any limit, sequential with starting address "000" only), 4 with tCCD=4 which does not allow seamless read or write (Either on the fly using A12 or MRS)						
Bi-directional differential Data Strobe						
Internal (Self) calibration: Internal self calibration through ZQpin (RZQ: 240 ohm+- 1%)						
ON Die Termination using ODT Pin						
Average Refresh Period 7.8us at lower than TCASE 85 degree celcius, 3.9us at 86 degree Celsius & It; TCASE & It; 95 degree Celsius						
Asynchronous Reset						
PCB: Height 0.740" (18.75mm) or 1.180" (30.00mm)						
Crow Cycle Time Command Time (tRFCmin) 48.125ns (min)						
Refresh to Active/Refresh260ns (min.)						
Row Active Time (tRASmin) 35ns (min.)						
Macimum Operating Power TBD W						
Operating Temperature 0 degree Celsius to 85 degree Celsius						
13	Ring Light	size: 18 inch ring		1	unit	
klight ; 240 LED beads						
Dual phone position						
With Ring Light Bag						
Dual Tone: White Light and Warm Light						
Stepless Dimming						
14	Teleprompter	Compatible Tablet	DSLR Camers, Smart ophones, and Tablet (under 8 inch)	1	unit	
		Size	26.5 * 23.5 * 10.5 cm/ 10.4*9.3*4.1 in			
		Weight:	1470g/ 3.2lbs			
		With	single-sided high reflective mirror, high light transmittance			
		Supports	Shooting with wide angle lens			
		With remote control	Can be be connected to smartphone/tablet via Bluetooth to suspend, speed up or speed down the lines			
15	Uninterruptible Power Supply	Type	High quality, Line-Interactive UPS with MPC, built-in AVR, universal outlets, LED display/indicators, audible alarm	25	units	
		Output capacity	at least 1500VA / 900W			
		Interface	at least six (6) universal outlets			
		Controller	at least Microprocessor based digital control			
		Displav	at least LED displav or LCD display			

		Regulation	at least with buck and boost voltage stabilizer			
		Input	at least with wide input voltage range (165-295V AC), frequency auto-sensing			
		Output	at least with wide output voltage range (200-240V AC), frequency auto-sensing			
		Battery	at least 2x 12V/8Ah, sealed, maintenance-free. 6-8Hr recharge			
		Protection	at least with built-in safety fuse or circuit breaker, over charge, over			
			discharge, surge, short, overload protections			
16	Video/Photography Lighting Set	Professional Photography Light & Soft box Kit	Includes 2 * L-ED lights, 2 * softboxes, 2 * light stands, and a large carry bag.	1	Set	
		High-quality L-ED Lights:	45W high power L-ED light head with 126pcs L-ED beads, bi-color temperature(2700K/5500K) and adjustable brightness design for different lighting effects.			
		Large Soft boxes	50 * 70cm/ 20 * 28in soft boxes with white diffusers, can soften the light and provide you with more even light.			
		Metal Light Stands	Max. height is about 2 meters/ 6.6 feet, stable 3-leg design and the solid locking system make it safe and reliable to use.			
		Practical and Convenient	Perfect to use in portrait photography, live show, home studio, outdoor shooting, etc; easy to fold in and install, convenient to use.			
		Light Power:	45W			
		Color Temperature:	2700K/5500K			
		Brightness:	stepless adjustment			
		Input Voltage: DC 24V				
		Softbox Size:	50 * 70cm/ 20 * 28in			
		Light Stand Material:	Metal			
		Folded Length:	73cm / 28.7in			
		Max. Height:	200cm / 78.7in			
		Power Adapter:	100-240V JP plug			
17	HD Webcam for Desktop	Package Size:	75 * 27 * 23cm/ 29.5 * 10.6 * 9.1in	2	Units	
		Weight:	4950g/ 10.9lbs			
		Maximum Resolution	1080 p/30fps-720/30 fps			
		Focus type	Autofocus			
		Lens type	Glass			
		Built-in mic	Stereo			
		Diagonal field of view	78 degrees			
		Others	Tripod ready universal mounting clip fits laptop, LCD or Monitors/Universal clip fits laptops, LCD or CRT monitors			
18	Wi-Fi Router	Network Standard	IEEE 802.11a, IEEE 802.11b, IEEE 802.11g, IEEE 802.11n, IEEE 802.11ac	4	Units	
		Product Segment	AC1500 enhanced AC performance : 600+867 Mbps			
		Coverage	Large homes			
		Data Rate	802.11a : 6,9,12,18,24,36,48,54 Mbps 802.11b : 1, 2, 5.5, 11 Mbps 802.11g : 6,9,12,18,24,36,48,54 Mbps 802.11n : up to 600 Mbps 802.11ac : up to 867 Mbps			
		Antenna	External 5 dBi antenna x 4			
		Transmit/Receive	MIMO technology 2.4 GHz 4 x 4 5 GHz 2 x 2			
		Memory	16 MB Flash 128 MB RAM			
		Operating Frequency	2.4 GHz / 5 GHz			

		Encryption	64-bit WEP, 128-bit WEP, WPA2-PSK, WPA-PSK, WPA-Enterprise, WPA2-Enterprise, WPS support			
		VPN Support	IPSec Pass-Through PPTP Pass-Through L2TP Pass-Through			
		WAN Connection Type	Internet connection type : Automatic IP, Static IP, PPPoE(MPPE supported), PPTP, L2TP WAN Bridge support			
		Ports	RJ45 for 10/100/1000 BaseT for WAN x 1, RJ45 for 10/100/1000 BaseT for LAN x 4			
		Button	WPS Button, Reset Button, Power Switch			
		Power Supply	AC Input : 100V~120V(50~60Hz) for US type DC Output : 12 V with max. 1.5 A current			
		OS Support	Windows® 10 Windows® 8.1 Windows® 8			
		Color	Black or White			
19	Scanner	Scanner Type	Overhead, Simplex	6	Units	
		Scanning modes	Color, Grayscale, Monochrome, Automatic (Color/Grayscale/Monochrome detection)			
		Image Sensor	Lens reduction optics/Color CCD x 1			
		Light Source	White Led + Lens illumination x 2			
		Optical Resolution	285 to 218 dpi (Horizontal Scanning) 283 to 152 dpi (Vertical scanning)			
		Document Size:	Maximum: 432 x 300 mm (17.0 x 11.8 in.) Minimum: 25.4 x 25.4mm (1x1 in.)(4)			
		Document Thickness:	30mm (1.18 in.) or less			
		Interface:	USB 2.0 / USB 1.1 (Connector type: Type-B)			
20	Audio Controller	Accompaniment	Bluetooth wireless accompaniment	2	Units	
		All-in-One	Works as a USB sound card plus mixing station			
		Easy-to-use	Setup and start podcasting or live streaming in no time.			
		Mixing Station	Two mic inputs, One Accompaniment input, and real time monitoring			
		Special Effects	Eight Built-in special audio effects and various adjustments available for your creation			
		Multiple Outputs	Output up to three devices simultaneously. Give you more possibilities			
21	Back Drop	Color	Green	1	set	
		Material	Polyester-Cotton Fabric			
		Backdrop Unfolded Size	2 * 3m / 6.6 * 10ft			
		Backdrop Bracket Size	2 * 3m / 6.6 * 10ft			
		Package Size	85 * 16 * 10.5cm/ 33.5 * 6.3 * 4.1in			
		Package Weight	3537g/ 7.8lbs			

22	All-in-one Inkjet Printer	Type	All-in-One, Print, Scan, Copy, Fax, Color Inkjet w/ ADF, CISS	4	Sets	
		Print Speed	at least upto 33ppm (black) / 20ppm (color) for Draft A4			
		Copy Speed	at least upto 11ipm (black) / 5.5ipm (color) for A4 Simplex			
		Print Resolution	at least 4800 x 1200 dpi with variable-sized droplet technology			
		Nozzle Configuration	at least 400 nozzles Black, 128 nozzles per colour (Cyan, Magenta, Yellow)			
		Display / Console	at least 2.4" Color LCD Touch Panel			
		Scanner Optical Resolution	at least 1200 x 2400 dpi, 48-bit color			
		Scanner Speed	at least 200dpi Black: 12 sec / 5 ipm, 200dpi Colour: 27 sec / 5 ipm			
		ADF Paper Capacity	at least 30 pages (A4), 10 pages (Legal)			
		Maximum Copy Resolution	at least 600 x 1200 dpi			
		OS	at least compatible with Windows and Mac OS			
		Photo Printing	at least borderless upto A4, 92s printout			
		Ink Tank System	at least spill-free and error-free refilling			
		Connectivity	at least USB 2.x, WiFi, WiFi Direct and LAN			
		Other	at least 12 months manufacturer's warranty			
23	Computer Chair	Dimension	W76 x D58 x H110-115 cm	2	units	
		Fabric	Black			
		Metal	Chrome			
		Primary Material	Back Rest: 16mm thick plywood with 80 mm thick foam covered with PU faux leather Seat: 16mm thick plywood with 90mm thick foam covered faux leather Armrest: polypropylene Plastic covered with PU faux leather Gas lift: 40 mm metal tube in chrome plated finish			
24	Microsoft Office 2019			10	Pieces	

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; **and**
- ☐ (f) 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**
- ☐ (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; **and**
- ☐ (h) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- ☐ (i) 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

- ☐ (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);
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;
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.

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

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

25 FINANCIAL COMPONENT ENVELOPE

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

Section IX. SAMPLE FORMS

FORMAT OF BID FORM FOR ALL TYPES OF BIDDERS

Bid Form

Date: _____
Invitation to Bid² N^o: _____

To: *[name and address of Procuring Entity]*

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in BDS provision for **ITB** Clause 18.2 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:³

Name and address of agent	Amount and Currency	Purpose of Commission or gratuity
_____	_____	_____
_____	_____	_____
_____	_____	_____
(if none, state "None")		

² If ADB, JBIC and WB funded projects, use IFB.

³ Applicable only if the Funding Source is the ADB, JBIC or WB.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the lowest or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements as per **ITB** Clause 5 of the Bidding Documents.

Dated this _____ day of _____ 20_____.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

For Goods Offered From Abroad

Name of Bidder _____. Invitation to Bid Number _____. Page ____ of _____.

1	2	3	4	5	6	7	8	9
Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIP named place (specify border point or place of destination)	Total CIF or CIP price per item (col. 4 x col. 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP) (col. 6 + col. 7)	Total Price delivered DDP (col 4 x col. 8)

For Goods Offered From Within the Philippines

Name of Bidder _____. Invitation to Bid Number __. Page . of ____.

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXW per item	Cost of local labor, raw material, and component ²	Total price EXW per item (col. 4 x col 5)	Unit prices per item final destination and unit price of other incidental services	Sales and other taxes payable per item if Contract is awarded (col 7 x 12%)	Total Price delivered Final Destination (col 8 + 9) x col 4

List of all Ongoing Government & Private Contracts including contracts awarded but not yet started

Business Name : _____
Business Address : _____

Name of Contract/ Project Cost	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Bidder's Role		a. Date Awarded b. Date Started c. Date of Completion	% of Accomplishment		Value of Outstanding Works / Undelivered Portion
			Description	%		Planned	Actual	
Government								
Private								
Note: This statement shall be supported with:						Total Cost		

- 1 Notice of Award and/or Contract
- 2 Notice to Proceed issued by the owner
- 3 Certificate of Accomplishments signed by the owner or authorized representative

Submitted by : _____
(Printed Name & Signature)
Designation : _____
Date : _____

Standard Form Number: SF-GOOD-13b
Revised on: July 28, 2004

Statement of Single Largest Completed Contracts which is similar in nature

Business Name : _____
Business Address : _____

Name of Contract	a.Owner's Name b.Address c.Telephone Nos.	Nature of Work	Bidder's Role		a.Amount at Award b.Amount at Completion c.Duration	a. Date Awarded b. Contract Effectivity c. Date Completed
			Description	%		
Government						
Private						

Note: This statement shall be supported with:

- 1 Contract
- 2 Certificate of Completion
- 3 Certificate of Acceptance

Submitted by : _____
(Printed Name & Signature)
Designation : _____
Date : _____

FORMAT OF CONTRACT AGREEMENT FORM FOR ALL TYPES OF BIDDERS

Contract Agreement Form

THIS AGREEMENT made the _____ day of _____ 20____ between *[name of PROCURING ENTITY]* of the Philippines (hereinafter called “the Entity”) of the one part and *[name of Supplier]* of *[city and country of Supplier]* (hereinafter called “the Supplier”) of the other part:

WHEREAS the Entity invited Bids for certain goods and ancillary services, viz., *scientific equipment* and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of *[contract price in words and figures]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Supplier’s Bid, including the Technical and Financial Proposals, and all other documents/statements submitted (*e.g.* bidder’s response to clarifications on the bid), including corrections to the bid resulting from the Procuring Entity’s bid evaluation;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications;
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract;
 - (f) the Performance Security; and
 - (g) the Entity’s Notice of Award.
3. In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Entity to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Entity hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the time and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

Signed, sealed, delivered by _____ the _____ (for the Entity)

Signed, sealed, delivered by _____ the _____ (for the Supplier).

FORMAT OF BID SECURING DECLARATION FOR ALL TYPES OF BIDDERS

*[Bidder's Letterhead]*¹

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.

X-----X

BID SECURING DECLARATION

Invitation to Bid: *[Insert Reference number]*

To: *[Insert name and address of the Procuring Entity]*

I/We⁴, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - (a) Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - (b) I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;
 - (c) I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

¹ Preferred, but not required.

² Select one and delete the other. Adopt the same instruction for similar terms throughout the document.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of
[month] [year] at [place of execution].

[Insert
Bidder:
Authorized Representative:
Title / Description:
Signature:]

SUBSCRIBED AND SWORN to before me this ____ day of [month] [year], affiant
exhibiting to me his/her [insert type of government identification card used], with his/her
photograph and signature appearing thereon, with no. _____ .

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ [date issued], [place issued]

IBP No. _____ [date issued], [place issued]

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

FORMAT OF OMNIBUS SWORN STATEMENT

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting**;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
- Carefully examining all of the Bidding Documents;
 - Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of ____, 20__ at _____, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED
REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant*

[Jurat]
[Format shall be based on the latest Rules on Notarial Practice]

