



DEPARTMENT OF ENERGY

(Kagawaran ng Enerhiya)

Procurement Management Division

3F DOE Main Bldg., Energy Center, Rizal Drive Bonifacio

Global City, Taguig City, Philippines 1632

Telephone No.: (02) 3479-2900 local 383

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BIDDING DOCUMENTS

**2nd PB CY 2024 - SUPPLY
AND DELIVERY OF ICT MACHINERIES AND EQUIPMENT FOR
THE LUZON FIELD OFFICE FOR CY2024**

(Purchase Request No. 05-0101-2024-EP-0009)

**6th Edition
July 2020**

Section I. Invitation to Bid



**DOE-LFO'S SUPPLY AND DELIVERY OF ICT MACHINERIES AND EQUIPMENT FOR THE
LUZON FIELD OFFICE FOR CY2024**

1. The **Department of Energy (DOE)** is undertaking the **Supply and Delivery of ICT Machineries and Equipment for LFO for CY 2024** and intends to apply the sum of **Php5,355,000.00** that will be sourced from the **FY 2024 GAA**, with an Approved Budget for the Contract (ABC) as per schedule below, to payments for the contract under Purchase Request No. **05-0101-2024-EP-0009**.

This procurement is on a per item basis. Bidders may bid per item or all the items in this lot. The bid offer should not exceed the ABC per item. Bids received in excess of the ABC shall be automatically rejected at bid opening. Evaluation and award will be based on the total bid per item.

Item No.	Item	Unit	Qty.	Approved Budget of the Contract (ABC)
1.	Desktop Computer (High-end)	unit	5	600,000.00
2.	AIO Computer (Standard) 10 sets w/ wired KB & Mouse and 5 sets w/ wireless KB & Mouse	unit	15	1,200,000.00
3.	Laptop Computer	unit	9	720,000.00
4.	Document Scanner	unit	4	260,000.00
5.	Next Generation Firewall	lot	1	2,100,000.00
6.	Uninterrupted Power Supply	unit	20	60,000.00
7.	All-in-one Printer (CIS)	unit	4	60,000.00
8.	Colored Laser Printer or A3 WiFi AIO Ink Tank Printer	unit	1	60,000.00
9.	Dot Matrix Printer	unit	1	30,000.00
10.	Web Camera	unit	3	105,000.00
11.	Digital Camera	unit	2	160,000.00
TOTAL				PHP 5,355,000.00

2. The DOE now invites bids for **Supply and Delivery of ICT Machineries and Equipment for LFO for CY 2024**. Delivery of the Goods and Services is **Sixty (60) Days** upon receipt of Notice to Proceed. Bidders should have completed, within **two (2) 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, otherwise known as the "Government Procurement Reform Act".

Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the 2016 revised IRR of RA No. 9184.

4. **The DOE is implementing an Alternative Work Arrangement setting the office working days of DOE is from Mondays to Thursdays** and interested bidders may obtain further information from *Department of Energy – Procurement Management Division* and inspect the Bidding Documents at the address given below during office hours from Mondays to Thursdays 8:00am to 4:00pm.

Procurement Management Division
Department of Energy
DOE Main Building, Energy Center,
Rizal Drive, Bonifacio Global City
Taguig City, Philippines 1632

The DOE is implementing its digital Order of Payment System. Bidders are advised to:

1. Call the Procurement Management Division at 84792900 local 383 or send email to esangalang@doe.gov.ph, marcuevas@doe.gov.ph, icarino@doe.gov.ph, jpacheco@doe.gov.ph a day before their payment, with the following information:
 - a. Company Name
 - b. Title of Item to Bid
 - c. Contact Person
 - d. Contact Number
 - e. At least two (2) official email addresses
2. The supplier should respond “Yes” to the email that will be sent by DOE regarding the payment.
3. The Supplier will receive from DOE Accounting an approved Order of Payment.
4. The Supplier should present the approved Order of Payment to the DOE Treasury during payment and provide copy to Procurement Management Division or upon submission of Bid.
5. In case of Bank Payment the Supplier shall ensure that the amount paid is as reflected in the Order of Payment and sent a copy of the Bank Deposit Slip together with the approved Order of Payment to the email address above or upon submission of Bid

The DOE also accepts payment for the bid documents through bank payment (Landbank of the Philippines):

Payment for	:	Bidding Documents for [Item to be Bidded]
Payee Account Name:	:	DOE Trust Fund
Account Number	:	0052-1155-58
Swift Code	:	TLBPPHMM
Beneficiary Address :	:	Department of Energy, Energy Center, BGC, Taguig City

Copy of the payment receipt must be emailed to:

Jaymee Joy A. Deogracias:

bacsecretariat@doe.gov.ph or jdeogracias@doe.gov.ph

5. For pre-bid conference purposes, the bid documents may be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity. The bidder shall pay the Bidding Documents not later than the submission of their bids.

Bidders are encouraged to download a copy of the Bid Documents for pre-bid conference purposes instead of physically securing a hard copy at the DOE-BAC Secretariat office.

6. A complete set of Bidding Documents may be acquired by interested Bidders on **18 January 2024** from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to Section 5 of Appendix 8 of the 2016 in the amount of **Php10,000.00**.

The Department of Energy will hold a Pre-Bid Conference on **25 January 2024** which **will start at 09:00 AM** at the DOE – **Audio Visual Room** DOE BAC Main Office.

If the Bidder has constraints, they have the options to attend the Prebid thru Video conferencing using MS Teams, prospective bidders are advised to download MS Teams app prior to the date of the Pre-bid Conference. The bidders are required to submit the following information through bacsecretariat@doe.gov.ph or jdeogracias@doe.gov.ph on or before **24 January 2024**:

1. Complete name of the authorized company representative who will participate in the Pre-Bid Conference. Complete company Name, address and contact details.
2. Active email addresses where the invitation/link will be sent; and
3. Indicate the item/s the company would like to participate.

7. Bids must be duly received by the BAC through manual submission at the office address indicated below on or before **9:00 AM of 08 February 2024** or submission could be made through courier service provided it will be stamped-received by the DOE Records Management Division or the BAC Secretariat on or **9:00 AM of 08 February 2024**. Online submission is not yet available. Late bids shall not be accepted.

**Procurement Management Division
Department of Energy
DOE Main Building, Energy Center,
Rizal Drive, Bonifacio Global City
Taguig City, Philippines 1632**

8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **08 February 2024** at **10:00AM**, DOE – Audio Visual Room, DOE-Main Building. The bidder’s authorized representative, as stated in the bid submission, is required to attend the Bid Opening at the DOE AVR. Bids will be opened in the presence of the bidders’ representatives.

Department of Energy
DOE Main Building, Energy Center,
Rizal Drive, Bonifacio Global City
Taguig City, Philippines 1632

The official representative, as stated in the bid submission, is required to attend the bid opening. Virtual participation of the opening bids for Bidders can be witnessed through the MS Teams platform.

If the Bidder has constraints, they have the options to attend the Opening of Bids thru Video conferencing using MS Teams, prospective bidders are advised to download MS Teams app prior to the date of the Opening of Bids. The bidders are required to submit the following information through bacsecretariat@doe.gov.ph or ideogracias@doe.gov.ph on or before **07 February 2024**.

10. To minimize errors in the preparation of bids, bidders are strongly enjoined to send the person or representative actually preparing their bids to attend/participate in the Pre-bid Conference. The bidders’ representative shall carefully consider all the discussions during the Pre-bid Conference and be guided by them in the preparation of bids.

Official communication or notification shall be sent through the official email provided by the suppliers and are considered official and duly received by the supplier even without confirmation of such receipt.

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

Jaymee Joy A. Deogracias

Procurement Management Division

DOE Main Bldg., Energy Center,

Rizal Drive Bonifacio Global City,

Taguig City, Philippines 1632

Email address: bacsecretariat@doe.gov.ph

Telephone/Facsimile: (02) 3479-2900 local 383 (02) 8541-4105

Website: www.doe.gov.ph

(SGD)

Usec. Giovanni Carlo J. Bacordo

Chairperson

Bids and Awards Committee

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, Department of Energy wishes to receive Bids for the **Supply and Delivery of ICT Machineries and Equipment for LFO for CY 2024** under **Purchase Request No. 05-0101-2024-EP-0009**.

2. Funding Information

2.1. The GOP through the source of funding from GAA for **FY2024**, in the amount of **Php5,355,000.00**.

3. Bidding Requirements

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

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

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

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

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

5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

5.2. Foreign ownership limited to those allowed under the rules may participate in this Project.

5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the

Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to at least fifty percent (50%) of the ABC.

- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

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

7. Subcontracts

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

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address and/or through videoconferencing as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in Section VIII (Checklist of Technical and Financial Documents).
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed **within two (2) years** prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019.

The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

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

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule is inclusive of all Value added tax and all other applicable taxes and charges and shall be entered separately in the following manner:
 - a. For Goods offered from within the Procuring Entity's country:
 - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in e.
 - b. For Goods offered from abroad:
 - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

13. Bid and Payment Currencies

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

13.2. Payment of the contract price shall be made in: Philippine Pesos

14. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

14.2. The Bid and bid security shall be valid **until June 2024**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

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

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

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

16. Deadline for Submission of Bids

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**.

17. Opening and Preliminary Examination of Bids

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

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

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

18. Domestic Preference

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

19. Detailed Evaluation and Comparison of Bids

19.1. The Procuring 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 14** shall be submitted for each lot or item separately.

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

19.4. The Project shall be awarded as One (1) Project having several items that shall be awarded as one contract.

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

20. Post-Qualification

20.2. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business

tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

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	<p>For this purpose, contracts similar to the Project shall be:</p> <ul style="list-style-type: none"> a. Supply and Delivery of ICT Machineries and Equipment. b. Completed within two (2) years prior to the deadline for the submission and receipt of bids
7.1	Subcontracting is not allowed
10.1	Brochures of products being offered is part of the submission for post qualification
12	The price of the Goods shall be quoted DDP – Department of Energy or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ul style="list-style-type: none"> a. Not less than Php107,100.00 if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. Not less than Php267,750.00 if bid security is in Surety Bond.
15.	Each Bidder shall submit one (1) original and four (4) copies of the first and second components of its bid.
20.2	No further Instructions

Section IV. General Conditions of Contract

1. Scope of Contract

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

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

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

2. Advance Payment and Terms of Payment

- 2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.
- 2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. Performance Security

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

4. Inspection and Tests

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

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

5. Warranty

5.1 In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.

5.2 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

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

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

Section V. Special Conditions of Contract

Special Conditions of Contract

GCC Clause	
1	<p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p>“The delivery terms applicable to the Contract are DDP delivered Department of Energy, Taguig City. In accordance with INCOTERMS.”</p> <p>“The delivery terms applicable to this Contract are Department of Energy, Taguig 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: Dir. Renante M. Sevilla – LFO</p>
	<p>Delivery and Documents</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p>The delivery terms applicable to this Contract are delivered at DOE Main Office. 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>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</p>

	<p>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>Transportation</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available, but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers, risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
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2.2	<p>The terms of payment shall be as follows:</p> <p>100%of the contract price will be paid upon completion of all deliverables and issuance of end-user's acceptance certificate and submission of complete documents. Payment is through List of Due and Demandable Accounts Payable - Advice to Debit Account (LDDAP-ADA) and subject to usual government budgeting, auditing, and accounting procedures.</p>
4	Inspection and Tests: As stated in the TOR/Specifications
5.1	No further instructions

Section VI. Schedule of Requirements

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

Item No.	Item	Unit	Qty.	Delivery
	Procurement for DOE-LFO's Supply, Installation and Delivery of ICT Machineries and Equipment for CY 2024			
1	Desktop Computer (High-end)	unit	5	Sixty (60) upon receipt of Notice to Proceed (NTP)
2	AIO Computer (Standard) 10 sets w/ wired KB & Mouse and 5 sets w/ wireless KB & Mouse	unit	15	
3	Laptop Computer	unit	9	
4	Document Scanner	unit	4	
5	Next Generation Firewall	license	1	
6	Uninterrupted Power Supply	unit	20	
7	All-in-one Printer (CIS)	unit	4	
8	Colored Laser Printer or A3 WiFi AIO Ink Tank Printer	unit	1	
9	Dot Matrix Printer	unit	1	
10	Web Camera	unit	3	
11	Digital Camera	unit	2	

Section VII. Technical Specifications/ Terms of Reference

TERMS OF REFERENCE/SPECIFICATIONS DOE-LFO 2024 ICT MACHINERIES AND EQUIPMENT						Bidder's Compliance
No.	Item	Unit	Qty.	Unit Cost (Php)	Approved Budget of the Contract (ABC)	
1.	Desktop Computer (High-end)	unit	5	120,000.00	600,000.00	
2.	AIO Computer (Standard) 10 sets w/ wired KB & Mouse and 5 sets w/ wireless KB & Mouse	unit	15	80,000.00	1,200,000.00	
3.	Laptop Computer	unit	9	80,000.00	720,000.00	
4.	Document Scanner	unit	4	65,000.00	260,000.00	
5.	Next Generation Firewall	license	1	2,100,000.00	2,100,000.00	
6.	Uninterrupted Power Supply	unit	20	3,000.00	60,000.00	
7.	All-in-one Printer (CIS)	unit	4	15,000.00	60,000.00	
8.	Colored Laser Printer or A3 WiFi AIO Ink Tank Printer	unit	1	60,000.00	60,000.00	
9.	Dot Matrix Printer	unit	1	30,000.00	30,000.00	
10.	Web Camera	unit	3	35,000.00	105,000.00	
11.	Digital Camera	unit	2	80,000.00	160,000.00	
TOTAL					PHP 5,355,000.00	

Specifications:

Item 1: Five (5) Desktop Computer (High-End)

Operating System	Windows 11 Pro
Processor	16 Cores (8 performance cores; 8 efficiency cores) Max turbo frequency: 5.20GHz; Minimum frequency: 1.50GHz; Total threads: 24; Cache 30MB
Graphics Processor	At least 8GB DDR6
Memory	At least 32GB DDR4/DDR5 RAM
Monitor	At least 27-inch
Storage	Primary: At least 512GB SSD, Secondary: 1TB HDD
Wireless Connectivity	802.11ax Wi-Fi 6 wireless networking IEEE 802.11a/b/g/n/ac compatible Bluetooth 5.0 wireless technology
Local Area Connection Port	10/100/1000/Gigabit ethernet port or 10/100/1000/Gigabits USB Ethernet dongle for each unit
Audio and Mic	High-fidelity speaker system Studio-quality three-mic array with high signal-to-noise ratio and directional beamforming Built-in speaker
Ports	USB 4 (up to 40 Gbps) USB 3.1 Gen 2 (up to 10 Gbps) 3.5mm headphone jack HDMI USB-A
Color	Based on available stock
Warranty	2 year/s for parts and 2 years ON-SITE services
Accessories	Wired keyboard and mouse combo (All 5 units) HDMI cable for display connection HD Web Camera, Headset

Item 2: Fifteen (15) AIO Computer (Standard)

Operating System	Windows 11 Pro
Processor	12 Cores, Max turbo frequency: 4.6 GHz; Cache 12MB
Graphics Processor	At least 2GB HD Graphics Memory
Memory	At least 16GB DDR4/DDR5 RAM
Monitor	At least 23.8 inches, FHD (1920 x 1080) 16:9
Storage	Primary: 512GB SSD, Secondary: 1TB SATA HDD
Networking	10/100/1000/Gigabit ethernet, WLAN 802.11 ax/ac/a/b/g/n, WI-FI 6E and Bluetooth 5
Webcam	720P to 1080P
Ports	HDMI Port(s): 2 (in/out); Gigabit LAN port: 1; Audio Jack: 1; USB-Type-CTM port: 1; USB 3.1 Gen 1: 1; USB Gen 2: 1; 1; USB 3.2 Gen 1 Type A port(s): USB 3.2Gen 1 Type C port:1
Color	Based on available stock
Warranty	2 years for parts and on-site services
Accessories	Wireless keyboard and mouse combo (5 units) Wired keyboard and mouse combo (10 units) HDMI cable for display connection

Item 3: Nine (9) Laptop Computer

Operating System	Windows 11 Pro
Processor	12 cores, Max turbo frequency: 4.4 GHz, 12M Cache
Graphics Processor	Atleast 4GB HD Graphics Memory
Display	At least 14", FHD (1920 x 1080) LED
Memory	At least 16GB DDR4/DDR5 RAM
Storage	1TB NVMe M.2 SSD
Wireless Connectivity	WiFi 6E (802.11ac + Bluetooth)
Local Area Connection Port	10/100/1000/Gigabits Ethernet Port or 10/100/1000/Gigabits USB Ethernet dongle for each unit
Camera	1080p FHD

Audio and Mic	Stereo Speakers and Digital/Array Microphone		
Ports	Minimum Side I/O Ports: 1 x 3-in-1 SD Card Reader, 2 X USB 3.0/2.0 Headphone & Microphone Audio Jack, HDMI, RJ 45		
Keyboard	English International Keyboard with Num-key		
Power Supply	Input: 100-240V AC, 50/60Hz universal		
Battery	Minimum of 30Wh		
Color	End-user preference based on available colors		
Warranty	2 years for parts and on-site services		
Accessories	Wired USB Stereo headset with mic Wireless USB mouse Carry Bag		

Item 4: Four (4) Document Scanner

Scanning	Automatic Document Feeder, A4 sheet-fed Speed: Up to 50ppm Max. Document Scan size: (8.5 x 14 in.) Support Paper Thickness: Scan from 27gsm to 413gsm ADF Capacity: 100 sheets ADF		
Output	Output Resolution: Up to 1200dpi Up to 8,000 sheets per day		
Port/Connectivity	USB 3.0 / 2.0 Supported OS: Windows 8 / 8.1 / 10 / 11; Mac OS X 10.6.8 or latest		
Power Supply	AC 100V - 240V 50/60 Hz universal		
Color	End-user preference based on available colors		
Warranty	At least 1-year warranty on parts and on-site services		

Item 5: One (1) Next Generation Firewall		
Features	<p>Hardened Operating System (OS)</p> <p>Web-based Graphical User Interface (GUI) or Command-Line</p> <p>Interface (CLI) management</p> <p>Machine Learning (ML)</p> <p>Fully Layer 7 inspection</p> <p>Supports high availability (HA)</p> <p>Software Defined-Wide Area Network (SD-WAN) Functionality</p> <p>Advanced Persistent Threat Prevention</p> <p>Intrusion Detection and Intrusion Prevention (IDS and IDP)</p> <p>Malware Protection</p> <p>Antivirus</p> <p>Anti-spyware</p> <p>App Control</p> <p>App Visualization</p> <p>Content Filtering</p> <p>URL Filtering</p> <p>Domain Name Service (DNS) Security</p> <p>Internet of Things (IoT) Security</p> <p>File Blocking</p>	
Networking Features	<p>Interface Modes: L2, L3, tap, virtual wire (transparent mode)</p> <p>Routing: OSPFv2/v3 with graceful restart, BGP with graceful restart, RIP, static routing, Policy-based forwarding, Point-to-Point Protocol over Ethernet (PPPoE)</p> <p>Multicast: PIM-SM, PIM-SSM, IGMP v1, v2, and v3</p> <p>SD-WAN: Path quality measurement (jitter, packet loss, latency), Initial path selection (PBF), Dynamic path change.</p>	

	<p>IPv6: L2, L3, tap, virtual wire (transparent mode), Features: App ID, User-ID, Content-ID, and SSL Decryption Stateless Address Auto-configuration (SLAAC)</p> <p>IPsec VPN: Key exchange: manual key, IKEv1, and IKEv2 (pre-shared key, certificate-based authentication), Encryption: 3DES, AES (128-bit, 192-bit, 256-bit) Authentication: MD5, SHA-1, SHA- 256, SHA-384, SHA-512.</p> <p>VLANs: 802. 1Q VLAN tags per device/per interface: 4,094/4,094, Aggregate Interface (802.3ad), LACP</p> <p>Network Address Translation (NAT): NAT modes (IPv4): static IP, dynamic IP, dynamic IP and port (port address translation) NAT 64, NPTv6, Additional NAT features: dynamic IP reservation, tunable dynamic IP and port oversubscription</p> <p>High Availability: Modes: active/active, active/passive, HA clustering, Failure detection: path monitoring, interface monitoring</p>		
I/O	<p>10/100/1000 (12), 10G SFP (4). 10G SFP/SFP+ (4)</p> <p>10/100/1000 out-of-band management port</p> <p>10/100/1000 high availability (2), 10G SFP+ high availability (1).</p> <p>RJ-45 console port (1), Micro-USB (1)</p>		
Storage Capacity	1TB SSD		
Power Supply Unit/ Input Voltage	<p>Redundant</p> <p>AC: 100-240 VAC (50/60Hz)</p>		
Dimensions	2U, 19-inch standard rack		
Performance/Capacities	<p>Firewall throughput (HTTP/appmix): 4.5/5.0 Gbps</p> <p>Threat Prevention throughput (HTTP/appmix): 2.2/2.8 Gbps</p> <p>IPsec VPN throughput: 2.8 Gbps</p> <p>Max sessions: 1M</p> <p>New sessions per second: 57,000</p>		
License	<p>Threat prevention</p> <p>URL filtering</p>		

	Anti-malware Antivirus Anti-spyware Intrusion Detection and Intrusion Prevention App Control App Visualization Content Filtering		
Warranty	3 years warranty on parts and on-site services 24x7 online support 8x5 on-site support		
Others	The firewall must be the same brand with existing firewall of the DOE Main Office for compatibility (Sonic Wall)		

Item 6: Twenty (20) Uninterrupted Power Supply

Rated power in VA	650 VA
Rated power in W	360 W
Main Output Voltage	230 V
Battery type	Lead-acid battery
Input Connection Type	NEMA 5-15P
Output connection type	4 NEMA 5-15R
Network frequency	50/60 Hz +/- 3 Hz auto-sensing
Input voltage limits	140...300 V
Input protection type	Circuit breaker

Maximum configurable power in W (Output)	360 W		
Output frequency	50/60 Hz +/- 1 Hz sync to mains		
Wave type	Stepped approximation to a sinewave		
Alarm	Alarm when on battery : distinctive low battery alarm : overload continuous tone alarm		
Warranty	1 year for parts and on-site services		
Item 7: Four (4) All-in-one Printer (CIS)			
Basic Specs	<p>Functions: Print, Scan, Copy</p> <p>Printer Type: Inkjet Printer</p> <p>Print Speed: 17 (Mono) / 16.5 (Col) ipm, FPOT: 6 (Mono) / 6.5 (Col) seconds</p> <p>Paper Size: A4, Letter, Legal, Mexican Legal, India Legal, Folio, Executive, B5, A5, B6, A6, C5 Envelope, Com-10, DL Envelope, Monarch, Photo(10x15cm/4x6"), Photo-L(9x13cm/3.5x5"), Photo-2L(13x18cm/5x7"), Index card(13x20cm/5x8")</p> <p>Maximum Paper Capacity: Up to 150 sheets of 80 gsm plain paper</p>		
Print	<p>RESOLUTION: Up to 1,200 x 6,000 dpi</p> <p>PRINTING WIDTH: With border: 204 mm, Borderless: 210 mm</p> <p>BORDERLESS: A4, Letter, Executive, A6, Photo 4"x6", Indexcard 5"x8", Photo 5"x7", Photo-3.5"x5"</p> <p>2-SIDED - PAPER TYPE: Plain, Recycled</p> <p>2-SIDED - PAPER SIZE:</p> <p>PC Print: A4/Letter/Executive/A5</p> <p>Copy: A4/A5/Letter</p>		
Print Media	PAPER INPUT - PAPER TRAY #1 - PAPER TYPE		

	<p>Plain, Inkjet, Glossy(cast/resin), Recycled</p> <p>PAPER INPUT - PAPER TRAY #1 - PORTRAIT</p> <p>A4, Letter, Legal, Mexico Legal, India Legal, Folio, Executive, B5, A5, B6, A6, C5 Envelope, Com-10, DL Envelope, Monarch, Photo (4" x 6")/(10 x 15 cm), Photo 2L (5" x 7")/(13 x 18 cm), Index card (5" x 8")/(13 x 20 cm)</p> <p>PAPER INPUT - PAPER TRAY #1 - MAXIMUM PAPER CAPACITY</p> <p>Up to 150 sheets of 80 gsm plain paper</p> <p>PAPER INPUT - MANUAL FEED SLOT - PAPER TYPE</p> <p>Plain, Inkjet, Glossy(cast/resin), Recycled</p> <p>PAPER INPUT - MANUAL FEED SLOT - PORTRAIT</p> <p>A4, Letter, Legal, Mexico Legal, India Legal, Folio, Executive, B5, A5, B6, A6, C5 Envelope, Com-10, DL Envelope, Monarch, Photo (4" x 6")/(10 x 15 cm), Photo L (3.5" x 5")/(9 x 13 cm), Photo 2L (5" x 7")/(13 x 18 cm), Index card (5" x 8")/(13 x 20 cm)</p> <p>PAPER INPUT - MANUAL FEED SLOT - MAXIMUM PAPER CAPACITY: 1 sheet</p> <p>ADF INPUT PAPER TRAY MAXIMUM PAPER CAPACITY:</p> <p>Up to 20 sheets of 80 gsm plain paper</p> <p>PAPER OUTPUT: Up to 50 sheets of 80 gsm plain paper</p>		
Document Sizes	<p>ADF (PAPER HANDLING) 1: 148 mm to 215.9 mm</p> <p>ADF (PAPER HANDLING) 2: 148 mm to 355.6 mm</p>		
Copy	<p>COLOUR: Yes</p> <p>MONOCHROME: Yes</p> <p>COPY WIDTH: A4: 204 mm, Letter: 210 mm</p> <p>MULTIPLE COPIES: Up to 99 pages</p> <p>ENLARGE/REDUCE: 25% to 400% in increments of 1%</p> <p>RESOLUTION: Print: Max. 1200x2400 dpi, Scan: Max. 1200x600 dpi</p>		
Connectivity	<p>USB: Hi-Speed USB 2.0</p> <p>WIRELESS LAN:</p>		

	<p>IEEE 802.11b/g/n (Infrastructure)</p> <p>IEEE 802.11g/n (Wi-Fi Direct)</p>		
Scan	<p>COLOUR SCANNING: Yes</p> <p>MONOCHROME: Yes</p> <p>COLOUR DEPTH – INPUT: 30 bit colour processing</p> <p>COLOUR DEPTH – OUTPUT: 24 bit colour processing/256 levels per colour</p> <p>GREYSCALE - INPUT: 10 bit colour processing</p> <p>GREYSCALE – OUTPUT: 8 bit colour processing/256 levels per colour</p> <p>RESOLUTION – INTERPOLATED: Up to 19200x19200 dpi with Scanner Utility (For Window 7/8/10 only)</p> <p>RESOLUTION - SCANNER GLASS: Up to 1,200 dpi x 2,400 dpi</p> <p>RESOLUTION – ADF: Up to 1,200 dpi x 600 dpi</p> <p>SCANNING WIDTH - SCANNER GLASS: Up to 213.9 mm</p> <p>SCANNING WIDTH – ADF: Max 213.9 mm</p> <p>SCANNING LENGTH - SCANNER GLASS: Up to 295 mm</p> <p>SCANNING LENGTH – ADF: Max 353.6 mm</p>		
Display & Memory	<p>DISPLAY: 1 Line LCD (16 characters)</p> <p>MEMORY CAPACITY: 128MB</p>		
WEIGHT	8.7 kg		
Operation	<p>POWER SOURCE: AC 220 - 240V 50/60Hz</p> <p>POWER CONSUMPTION – PRINTING: Approx. 16W</p> <p>POWER CONSUMPTION – READY: Approx. 3W</p> <p>POWER CONSUMPTION – SLEEP: Approx. 0.8W</p> <p>POWER CONSUMPTION - POWER OFF: Approx. 0.2W</p> <p>NOISE LEVEL: Approx 53.5dB (A)</p> <p>TEMPERATURE – OPERATING: 10°C to 35°C</p> <p>TEMPERATURE - BEST PRINT QUALITY: 20°C to 33°C</p>		

Network	<p>WIRELESS NETWORK SECURITY</p> <p>SSID (32 characters), WEP 64/128bit, WPA-PSK(TKIP/AES), WPA2-PSK(TKIP/AES)</p> <p>WIRELESS SETUP SUPPORT UTILITY – WPS: Yes</p>
Supported OS	<p>WINDOWS® OPERATING SYSTEM</p> <p>Windows® 7 SP1/8.1/10 Server 2008/2008 R2/2012/2012 R2/2016/2019</p> <p>MAC OPERATING SYSTEM</p> <p>macOS v10.13.6/10.14.x/10.15.x</p> <p>(Printing and scanning via Mac requires using either AirPrint or downloading Brother iPrint&Scan from the App Store. Brother iPrint&Scan application on macOS supports PDF/JPG/BMP and PNG formats only. Mac printer driver is not provided.)</p>
Warranty	1 year for parts and on-site services

Item 8: A3 All-in-One (AIO) Ink Tank Printer WiFi

Printer Type:	<p>All-in-One Printer (Print, Scan, Copy with ADF); Ink Tank Printer;</p> <p>Print Speed: Approx. 43 sec. per photo (border) / 52 sec. per photo</p> <p>(borderless); Draft, A4 (Black / Colour): up to 32.0 ppm (black) / 22.0</p> <p>ppm (colour); Maximum Resolution:4800 x 2400 dpi; Paper handling:</p> <p>number of paper trays: 3 (front 2, rear 1); Paper sizes: up to A3;</p>
Scanning:	<p>Scanner Type: Flatbed colour image scanner</p> <p>Optical Resolution: 1200 x 2400 dpi</p> <p>Maximum Scan Area: 297 x 431.8 (mm)</p> <p>Scan Speed: (Flatbed / ADF (Simplex Duplex)): 200dpi, Black:5 sec</p> <p>/ up to 26.ipm 11.5ipm; 200dpi, Colour: 10 sec. / Up to 9.0 ipm </p> <p>6.0ipm</p>

Copy Function:	Copying speed: A4 simplex flatbed (black/colour): up to 23.0 ipm /10.0 Reduction / Enlargement: 25 - 400% Maximum Copy Size: A3 Copy Resolution: 600 x 600 dpi Max Copies: 999 copies		
Automatic Document Feeder (ADF):	Support paper thickness: 64-95g/m2; paper capacity: 50 sheets		
Direct Printing:	USB Memory, Mobile and Cloud Solutions		
Connectivity/Interface	USB 2.0; Ethernet, Wi-Fi IEEE 802.11 b/g/n, Wi-Fi Direct; Network Protocol: TCP/IPv4, TCP/IPv6		
Supported OS:	Windows 8 / 8.1 / 10, 11 / Mac OS X 10.6.8 or later		
Warranty	1 year for parts and on-site services		

Item 9: One (1) Dot Matrix Printer

Printing Technology:	Number of Pins: 24 Print Method: Impact dot matrix Control Panel: 6 switches and 10 LEDs Print Direction: Bi-direction Control Code: ESC/P2, IBM PPDS
Print Speed:	Ultra High Speed Draft: 10 cpi: 550cps High Speed Draft: 10 / 12 cpi: 487 / 584 cps Draft: 10 / 12 cpi: 366 / 439 cps NLQ: 10 / 12 cpi: 121 / 145 cps
Printhead Life:	400 million strokes / wire
Print Direction:	Bi-direction
Ribbon Cartridge:	Standard: Fabric Ribbon Cartridge (Black)

	Ribbon Life: Approx. 5 million Characters		
Interface:	USB 2.0, Bi-directional parallel USB 2.0, Bi-directional parallel (IEEE-1284 nibble mode supported)		
Supported Operating System:	Printer Driver: Microsoft Windows XP / Vista / 7 / 8 / 10		
Warranty	1 year for parts and on-site services		
Item 10: Three (3) Web Camera			
Camera	Full HD 1080p video calling (up to 1920 x 1080 pixels); 720p HD video calling (up to 1280 x 720 pixels) with supported clients H.264 UVC 1.5 with Scalable Video Coding (SVC) Supports H.64 SVC 1080p, along with optimizations for best call performance in single or multiparty HD video		
Field of View	Diagonal: 90° Horizontal: 82.1° Vertical: 52.2° 4X digital zoom RightLight™ 2 technology for clarity in various lighting environments, even low light. Digital pan, tilt and zoom from remote control or optional downloadable app Mechanical tilt wheel Camera LED for active streaming indication		
Speakerphone	Integrated full duplex speakerphone with echo and noise cancellation 360° wideband audio. Bluetooth and NFC enabled.		

	<p>LEDs for speakerphone streaming, mute, hold and Bluetooth pairing.</p> <p>Controls for call answer/end, volume, and mute</p>		
Microphones (TX)	<p>Two omni-directional microphones supporting 3.6 m diameter range.</p> <p>Frequency Response: 100Hz – 16KHz</p> <p>Sensitivity: -34dB +/-3dB</p> <p>Distortion: <1% @ 1KHz at 65dB</p>		
Speakers (RX)	<p>Frequency Response: 140Hz – 16KHz</p> <p>Sensitivity: 89dBSPL +/-3 dB at 1W/0.5M</p> <p>Max output: 91.5dBSPL at 0.5m</p> <p>Distortion <5% from 200Hz</p>		
Remote Control	<p>Docks on device and functions as a lens cover</p> <p>IR 3 m range</p> <p>CR2032 battery (included)</p>		
Cables / Power	<p>AC Power adapter with regional plugs</p> <p>USB cable 1.8m</p> <p>Integrated rechargeable battery</p>		
Mount	<p>Designed for tabletop use.</p> <p>Kensington security slot</p>		
Compatibility and Certifications	<p>Plug-and-play USB connectivity</p> <p>Certified for Skype for Business and ready for Teams.</p> <p>Zoom Certified</p> <p>Fuze® Certified</p> <p>Compatible with Google Meet®</p> <p>Cisco Jabber and WebEx compatible</p> <p>Compatible with BlueJeans, Broadsoft, GoToMeeting, Vidy, and other video conferencing, recording, and broadcasting applications that support USB cameras.</p>		

	Windows 8, 8.1 or 10 MacOS X 10.10 or latest		
Warranty	1 year for parts and on-site services		
Item 11: Two (2) Digital Camera			
Sensor	<p>SENSOR TYPE: 1.0"-type (0.52" x 0.35") CMOS sensor, aspect ratio 3:2</p> <p>NUMBER OF PIXELS (EFFECTIVE)</p> <p>Approx. 20.1 Megapixels</p>		
Lens	<p>ANGLE OF VIEW (35 MM Format Equivalent): 84 deg.–34 deg.</p> <p>FOCUS RANGE (FROM THE FRONT OF THE LENS) AF (W: Approx. 0.17 ft (5 cm) to Infinity, T: Approx. 0.99 ft (30 cm) to Infinity)</p> <p>ND FILTER: Auto/On (3 steps)/Off</p> <p>CLEAR IMAGE ZOOM (MOVIE) 4K: 4.35x, HD: Approx. 5.8x</p> <p>OPTICAL ZOOM: 2.7x</p> <p>ANGLE OF VIEW (35 MM FORMAT EQUIVALENT): 84 deg.–34 deg. (24–70 mm) 1</p> <p>DIGITAL ZOOM (STILL IMAGE): 20 M Approx. 11x/10 M Approx. 16x/5.0 M Approx. 23x/VGA Approx. 44x</p> <p>TOUCH PANEL: Yes</p> <p>F-NUMBER (MAXIMUM APERTURE): F1.8 (W) – 2.8 (T)</p> <p>DIGITAL ZOOM (MOVIE): Digital Zoom Approx. 11</p> <p>CLEAR IMAGE ZOOM (STILL IMAGE): 20 M Approx. 5.8x / 10 M Approx. 8.2x / 5.0 M Approx. 11x / VGA Approx. 44x</p>		
Screen	<p>SCREEN TYPE: 7.5 cm (3.0 type) (4:3) / 921,600 dots / Xtra Fine / TFT LCD</p> <p>TOUCH PANEL: Yes</p> <p>MS ASSIST MAGNIFICATION: 5.3x, 10.7x</p> <p>ADJUSTABLE ANGLE: Opening angle: approx. 176 deg., Rotation Angle: approx. 270 deg.</p> <p>DISPLAY SELECTOR (FINDER/LCD)</p>		
Camera	CONTINUOUS SHOOTING SPEED (MAXIMUM) (WITH MAX.		

	RECORDING PIXELS): Continuous Shooting Hi: approx. 24 fps, Continuous Shooting Mid: approx. 10 fps, Continuous Shooting Low: approx. 3.0 fps	
Interface	<p>INPUT AND OUTPUT TERMINALS</p> <p>Multi/Micro USB Terminal*15, High-Speed USB (USB2.0), Micro HDMI, Microphone jack (3.5-mm Stereo mini jack), Multi Interface Shoe</p> <p>WI-FI: Yes (IEEE802.11b/g/n [2.4 GHz band])</p> <p>BLUETOOTH: Yes (Bluetooth Standard Ver. 4.1 (2.4 GHz band))</p>	
Compatible Recording Media	[XAVC S (100 Mbps)] SDXC/SDHC Memory Card (UHS-I U3 or higher); [XAVC S (60 Mbps/50 Mbps)] SDXC/SDHC Memory Card (Class 10 or higher); [AVCHD/Still image] Memory Stick Duo, Memory Stick PRO Duo, Memory Stick PRO-HG Duo, Memory Stick Micro 10, Memory Stick Micro (Mark2) 10, SDXC/SDHC/SD Memory Card (Class 4 or higher), micro SDXC/SDHC/SD Memory Card (Class 4 or higher)	
Power	<p>POWER SOURCE: DC 3.6 V (supplied battery)</p> <p>BATTERY SYSTEM: Rechargeable battery pack NP-BX1</p> <p>BATTERY LIFE (MOVIES ACTUAL SHOOTING) (CIPA): Monitor: Approx. 45 min.</p>	
Warranty	Three (3) Years	

Other Terms and Conditions:

- A. The price quoted must be firm and irrevocable and not subject to any changes whatsoever even due to the cost of raw material components and fluctuations in foreign exchange rates and excise duties.
- B. Bidder must replace defective items within a week after return.
- C. Bid price must be inclusive of all costs (insurance, freight, brokerage, duties, and taxes, etc.) attendant to the delivery of the items at:
DOE-Luzon Field Office: Pangasinan-Nueva Vizcaya Rd., Purok 6, Brgy. Carmay East, 2441 Rosales, Pangasinan
- D. Delivery Terms: Delivery will be within Sixty (60) days upon receipt of Notice to Proceed (NTP).

Section VIII. Checklist of Technical and Financial Documents

Checklist of Technical and Financial Documents
(Requirement during the Opening of Bids) and
Documentary Requirements for Post-qualification

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 (**Bidding Form Annex A**); and
- ☐ (f) Statement of the bidder’s Single Largest Completed Contract (SLCC) (**Bidding Form Annex B**) 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 (**Bidding Form Annex C**); and
- ☐ (h) Conformity with the Technical Specifications under Section VII by signing the bidder’s compliance column of the TOR/Technical Specification and submission of the following:
 - 1. production/delivery schedule;
 - 2. manpower requirements/organizational structure; and
 - 3. **Warranty Certificate for Goods/ Guarantee for after sale services for Services**; and

- ☐ (i) Original duly signed Omnibus Sworn Statement (OSS) (**Bidding Form Annex D**); and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- ☐ (j) The Supplier's audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; and
- ☐ (k) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC); 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.

II. FINANCIAL COMPONENT ENVELOPE

- ☐ (m) Original of duly signed and accomplished Financial Bid Form (**Bidding Form Annex E**); **and**
- ☐ (n) Original of duly signed and accomplished Price Schedule(s) (**Bidding Form Annex F**).

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

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

III. Post-Qualification Requirements:

1. In case only the PhilGEPS Registration Certificate (Platinum Membership) was submitted during the bid opening, submit the certified true copies of the following:
 - (a) 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;
 - (b) 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
 - (c) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).
2. Latest Income/Business Tax Returns;
3. Certificate of PhilGEPS Registration;
4. Pictures of its principal place of business;
5. In case of Goods, submit brochures/prototype/actual sample of the products being offered or in case of Services, concept paper/write-up or description of the services being offered; which must be submitted on the date indicated in the post-qualification letter, addressed to the end-user, and certifies that it is the bidder's official and final offer. Non-submission of this requirement may be a ground for disqualification.
6. In case of procurement for manpower services, proof of contribution/remittance for SSS, Philhealth and Pag-ibig for the last six (6) months from the opening of bid; and
7. Other appropriate licenses and permits required by law as stated in the bidding documents/post-qualification letter.

Bidding Forms

Mandatory Submission of Bidding Forms

ANNEX A

STATEMENT OF ONGOING, COMPLETED AND/OR AWARDED CONTRACTS

The Bids and Awards Committee
Department of Energy
Energy Center, Rizal Drive, Bonifacio Global City
Taguig, Metro Manila

Ongoing, completed or awarded but not yet started projects for the period: last two (2) years, where applicable.

Procuring Entity / Date of Contract	Kinds of Goods Sold and/or Services Offered	Amount of Contract and Value of Outstanding Contracts	Date of Delivery	End-user's Acceptance if Completed (date)	Specify whether a Prospective Bidder is a Manufacturer, Supplier, Distributor or Service Provider	Indicate whether "Similar" or "Not Similar"

Submitted By:

(Signature over Printed Name)

Note:

1. May be reproduced, if necessary
2. Please attach end-user's certificate of acceptance

ANNEX B

STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT

**The Bids and Awards Committee
Department of Energy
Energy Center, Rizal Drive, Bonifacio Global City
Taguig, Metro Manila**

**Single Largest Completed Contract (SLCC) for the period: last two (2) years,
where applicable.**

Procuring Entity / Date of Contract	Kinds of Goods Sold and/or Services Offered	Amount of Contract and Value of Outstanding Contracts	Date of Delivery	End-user's Acceptance if Completed (date)	Specify whether a Prospective Bidder is a Manufacturer, Supplier, Distributor or Service Provider	Indicate whether "Similar "or "Not Similar"

Submitted By:

(Signature over Printed Name)

Note:

1. May be reproduced, if necessary
2. Please attach end-user's certificate of acceptance

Annex C

Bid Securing Declaration Form

[shall be submitted with the Bid if bidder opts to provide this form of bid security]

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

BID SECURING DECLARATION **Project Identification No.: *[Insert number]***

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

I/We, 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 procurement 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 No. 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; and
 - 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.

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

*[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]

Annex D

Omnibus Sworn Statement [shall be submitted with the Bid]

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:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. 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]

Annex E

Bid Form for the Procurement of Goods and Services *[shall be submitted with the Bid]*

BID FORM

Date : _____

Project Identification No. : _____

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

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or 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 PBDs for the sum of *[total Bid amount in words and figures]* or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

[Insert this paragraph if Foreign-Assisted Project with the Development Partner:]

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:
Name and address Amount and Purpose of Agent Currency/Commission or gratuity

(if none, state "None")]

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 Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached *[state the written authority]*.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: _____

Legal capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date: _____

Annex F

Price Schedule for Goods Offered from Abroad *[shall be submitted with the Bid if bidder is offering goods from Abroad]*

For Goods Offered from Abroad

Name of Bidder _____ Project ID No. _____ 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 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP (col 4 x 8)

Name: _____

Legal Capacity: _____

Signature _____

Duly authorized to sign the Bid for and behalf of: _____

Annex F

Price Schedule for Goods Offered from Within the Philippines ***[shall be submitted with the Bid if bidder is offering goods from within the Philippines]***

For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No. _____ Page ____ of ____

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf _____

Contract Agreement Form for the Procurement of Goods (Revised)
[Not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the Notice of Award]

CONTRACT AGREEMENT

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, particularly [brief description of goods and services] 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 in specified currency]* (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 as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz.:
 - i. Philippine Bidding Documents (PBDs);
 - i. Schedule of Requirements;
 - ii. Technical Specifications;
 - iii. General and Special Conditions of Contract; and
 - iv. Supplemental or Bid Bulletins, if any
 - ii. Winning bidder’s bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder’s bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder’s response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity’s bid evaluation;
 - iii. Performance Security;
 - iv. Notice of Award of Contract; and the Bidder’s conforme thereto; and
 - v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after

the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.

3. In consideration for the sum of *[total contract price in words and figures]* or such other sums as may be ascertained, *[Named of the bidder]* agrees to *[state the object of the contract]* in accordance with his/her/its Bid.
4. The *[Name of the procuring entity]* agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

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.

[Insert Name and Signature]
[Insert Signatory's Legal Capacity]

for:
Department of Energy

[Insert Name and Signature]
[Insert Signatory's Legal Capacity]

for:
[Insert Name of Supplier]

Witness for DOE
[Position Title]

Witness for Supplier
[Position Title]

Helen C. Roldan
OIC – Chief, Accounting Division
Witness

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