

**DEPARTMENT OF ENERGY**

(Kagawaran ng Enerhiya)

**Procurement Management Division**

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

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

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**BIDDING DOCUMENTS**

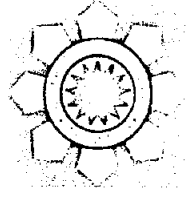
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***REBIDDING FOR THE DOE ANNUAL COMPUTER  
MAINTENANCE SERVICES***

(Request for Services No. 2010-465-IT-ITMS-CX)

**6<sup>th</sup> Edition  
July 2020**

## ***Section I. Invitation to Bid***



## **INVITATION TO BID FOR *Rebidding of DOE Annual Computer Maintenance Services***

1. The *Department of Energy*, through the ***General Appropriations Act of 2021*** intends to apply the sum of **Php2,000,000.00** that will be sourced from the **GAA for FY 2021**, being the Approved Budget for the Contract (ABC) to payments under the contract for **RFS No. 2010-465-IT-ITMS-CX**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **DOE** now invites bids for the ***Rebidding of DOE Annual Computer Maintenance Services***. Delivery of the Goods and Services is required ***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) 9184, otherwise known as the "Government Procurement Reform Act".

**Under GPPB Resolution No. 09-2020, due to logistical constraint brought about by the public safety emergency, the bidder may submit alternate eligibility documents such as, Expired Business/Mayor's permit with proof and/or receipt of renewal, unnotarized Omnibus Sworn Statement and Bid Securing Declaration form, the said submission is conditioned that the winning bidder shall replace such submission with the proper required documents, otherwise, the corresponding payment will not be processed. The Performance Securing Declaration is acceptable subject to the conditions set forth under the above resolution.**

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 5183.

4. 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 Fridays 8:00am to 4:00pm**.

**Procurement Management Division  
Department of Energy  
3F DOE Main Building, Energy Center,  
Rizal Drive, Bonifacio Global City  
Taguig City, Philippines 1632**

Considering the COVID -19 situation, the DOE only 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:**  
[jaymeedeogracias@gmail.com](mailto:jaymeedeogracias@gmail.com) or

For pre-bid conference purposes, it may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

**With the current COVID-19 community quarantine measures, 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.**

5. A complete set of Bidding Documents may be acquired by interested Bidders on **24 February 2021** 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 IRR of RA 9184, in the amount of Php2,500.00
6. The Procuring Entity will hold a pre-bid conference for this Project on **04 March 2021 through video conferencing which will start at 2:00 PM at DOE BAC Main Office**. The bidders are required to submit the following information through [jaymeedeogracias@gmail.com](mailto:jaymeedeogracias@gmail.com) or :
  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

Deadline of submission of information is on or before **02 March 2021**. Video conferencing will be through MS Teams, prospective bidders are advised to download MS Teams app prior to the date of the Pre-bid Conference.

7. Bids must be duly received by the BAC Secretariat at the address below on or before **2:00 PM of 18 March 2021** 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 before 2:00 PM of 18 March 2021. Online submission is not yet available.
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**

**Procurement Management Division  
Department of Energy  
3F DOE Main Building, Energy Center,  
Rizal Drive, Bonifacio Global City  
Taguig City, Philippines 1632**

9. Bid opening shall be on **18 March 2021 at 2:30 PM, DOE – Audio Visual Room, DOE-Main Building**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

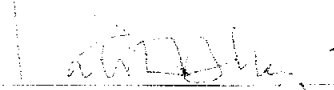
**Department of Energy  
DOE Main Building, Energy Center,  
Rizal Drive, Bonifacio Global City  
Taguig City, Philippines 1632**

**Due to community quarantine measures, only one representative is allowed to attend the bid opening and will be required to follow the DOE Protocol for Visitors; compliance to social distancing, wearing of masks, body temperature screening, filling up of self-screening form which must be filled-up prior to the arrival at DOE (the form can be downloaded at the DOE website). Visitors who shows signs of COVID-19 related symptoms such as, cough, flu, fever, high body temperature, sneezing are advised not to proceed to DOE since they will not be allowed to enter the DOE compound. Virtual witnessing of the opening bids for Bidders is not yet available.**

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.
11. The **Department of Energy (DOE)** 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 Section 41 of RA 9184 and its IRR, 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**  
**3F DOE Main Bldg., Energy Center,**  
**Rizal Drive Bonifacio Global City,**  
**Taguig City, Philippines 1632**  
**Email address: [jdeogracias@doe.gov.ph](mailto:jdeogracias@doe.gov.ph)**  
**Telephone/Facsimile: (02) 3479-2900 local 383 (02) 8541-4105**  
**Website: [www.doe.gov.ph](http://www.doe.gov.ph)**

  
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**ASEC. ROBERT B. UY**  
Vice - 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 *Procurement of DOE Annual Computer Maintenance*, under *Request for Services No. 2010-465-IT-ITMS-CX*

## **2. Funding Information**

2.1. The GOP through the source of funding as indicated below for GAA CY2021 in the amount of Php2,000,000.00

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

## **3. Bidding Requirements**

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

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

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

## **4. Corrupt, Fraudulent, Collusive, and Coercive Practices**

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

## **5. Eligible Bidders**

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

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

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



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

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

## **6. Origin of Goods**

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

## **7. Subcontracts**

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

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

## **8. Pre-Bid Conference**

The Procuring Entity will hold a 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 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 c.
  - 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 **16 July 2021**. 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"> <li>a. Institutional/office computer maintenance services</li> <li>b. completed within two (2) years prior to the deadline for the submission and receipt of bids.</li> </ul>
7.1	Subcontracting no allowed
12	The price of the Goods shall be quoted DDP – <b>Department of Energy, Makati City</b> 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"> <li>a. The amount of not less than <b>Php40,000.00</b> if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</li> <li>b. The amount of not less than <b>Php100,000.00</b> if bid security is in Surety Bond.</li> </ul>
15.	Each Bidder shall submit one (1) original and four (4) copies of the first and second components of its bid.
20.2	No other licenses required

## ***Section IV. General Conditions of Contract***



## **1. Scope of Contract**

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

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

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

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

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

## **3. Performance Security**

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

## **4. Inspection and Tests**

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

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

## **5. Warranty**

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

## **6. Liability of the Supplier**

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

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

## ***Section V. Special Conditions of Contract***

## Special Conditions of Contract

### GCC Clause

#### 1 Intellectual Property Rights –

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.

The Procuring Entity's Representative at the Project Site is **Mr. Raul C. Drapete**, Chief- ISD.

#### 2.2 The terms of payment shall be as follows:

**Monthly Billing based on the actual services rendered as certified by the end-user, 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 auditing and accounting procedures**

## ***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.

<b>Item No.</b>	<b>Item</b>	<b>Units</b>	<b>Delivery Schedule</b>
1	<i>DOE Annual Computer Maintenance Services</i>	1 Lot	Upon receipt of Notice to Proceed

## ***Section VII. Technical Specifications/ Terms of Reference***

<b>Specification/Terms of Reference</b>		
<b>Item</b>	<b>Description</b>	<b>Bidder's Compliance</b>
<b>DOE Annual Computer Maintenance Services Information Services Division (ISD)</b>		
<b>Item</b>	<b>Description</b>	
1	<p>Computer Maintenance Services implementation shall cover a comprehensive maintenance program for eight hundred thirty (830) desktop computers, three hundred fifty (350) Uninterruptible Power Supply (UPS) and laptops for a period of one (1) year. The details of the IT equipment covered herein are shown in Attachment A (Annex A) which are owned and/or in the possession of the DOE in the following offices:</p> <ol style="list-style-type: none"> <li>1. DOE Main Office: Energy Center, Fort Bonifacio, Taguig, Metro Manila;</li> <li>2. DOE Visayas Field Office (VFO): 3rd Floor Escario Building, 731 Escario Street, Capitol Site, Cebu;</li> <li>3. DOE Mindanao Field Office (MFO): 3rd Floor Tolentino 2020 Building, Candelaria Avenue, Ecoland, Matina, Davao City; and</li> <li>4. DOE Luzon Field Office (LFO): Pangasinan-Nueva Viscaya Rd., Purok 6, Brgy. Carmay, East Rosales, Pangasinan</li> </ol>	
2	<p>In coordination with the Information Services Division of the Information Technology and Management Services (ISD-ITMS), the Contractor shall conduct the following services:</p> <p>A. Preventive Maintenance Services Preventive Maintenance (PM) refers to all activities to be done by the Contractor in order to avoid the failure of a computer system and its peripherals. As such, the Contractor shall provide its PM implementation plan in Gant Chart form based on the IT equipment covered under Attachment A (Annex A) of this TOR.</p>	

1) Preventive Maintenance Services  
Preventive Maintenance (PM) refers to all activities to be done by the Contractor in order to avoid the failure of a computer system and its peripherals. As such, the Contractor shall provide its PM implementation plan in Gant Chart form based on the IT equipment covered under Attachment A (Annex A) of this TOR.

PM services include:

- 1) To be done annually:
  - a) Internal cleaning of computer units and peripherals, which include, among others, visual inspection for corrosion of chips and cleaning of accumulated dust and pest on circuit boards, power supply and drive heads.
  - b) Resetting of data and power cables from/to computer motherboard / devices.
- 2) To be done semi-annually:  
External cleaning/checking of all computer units and peripherals (including those not covered in Attachment A), which include among others, cleaning and waxing of exterior surface and checking of computer connections (cabling and network connections).

#### B. Remedial Services

Remedial services refer to remedial/corrective actions to be taken in order to isolate and correct problems encountered in the use of computer system.

Remedial services include:

1. Provision of on-call network, computer and peripheral (hardware and software) problem isolation/troubleshooting services, repair services, including replacement of defective computer parts/components;
2. Conduct diagnostic test on repaired units;
3. Provision of assistance to the DOE IT staff in the evaluation and recommendation of computer system upgrades and problem resolution for all DOE computer equipment (i.e., including those not covered in Attachment A); and

4. Assistance in LAN/Internet connectivity troubleshooting and problem resolution.

C. Software Support Services

This refers to all software-related services that the Contractor shall provide to ensure optimized computer system and end-user productivity.

1. Provision of software installation which include computer operating system, system device drivers and office software applications.
2. Provision of assistance in using MS office applications like Word, Excel, PowerPoint, Outlook and Access.
3. Provision of on-call anti-virus software installation, update of virus scanner engine and data files, and software virus scanning and removal.
4. Provision of assistance in downloading and installation of system / application software patches.

D. Other Services

1. Conduct of system diagnostic test after preventive maintenance and/or remedial services.
2. Provision of assistance in computer system relocation and set up when needed.
3. Provision of assistance to the Information Services Division (ISD) in conducting regular computer system visits/inspections to various DOE units as well as in educating end-users on proper computer system maintenance and usage.
4. Provision of assistance to the Computer Services Section of the ISD in performing local area network (LAN) / Internet connectivity / e-mail configuration tasks.
5. External cleaning of computers and peripherals as needed and/or warranted.
6. Check-up of computer workplace environment (i.e., humidity, voltage outputs and wire lay-outing, etc.).
7. Provision of assistance to the ISD in the conduct of comprehensive DOE ICT resources inventory which include its related database update.
8. The Contractor shall always maintain comprehensive PM services for eight hundred thirty (830) desktop computers. As such, in case the DOE decides a



computer unit which was included in the PM inventory list, and was declared obsolete and return-to-Store (RTS) within the period of this agreement, the Contractor shall replace it with existing DOE computer unit not covered in Attachment A (Annex A).

3 **Other Requirements**

**Service / Replacement Unit**

*Service unit* refers to a personal computer and/or peripheral (e.g., monitor, keyboard, mouse) to be issued to an end-user as his/her temporary working unit when his/her computer and/or peripheral is pulled out for problem isolation or repair. On the other hand, *replacement units* refer to a computer parts and peripherals to be used by the Contractor to replace, either temporarily or permanently for defective computer part, port or module.

1. The Contractor shall maintain working personal computers and peripherals as Service Units within the ISD area and Field Offices at no additional cost to the DOE, with the following technical specifications:
  - a. For DOE Main: Four (4) sets of personal computers with LED 21.5" or larger monitor and Uninterruptible Power Supply (UPS)
  - b. One (1) unit AMD A8-7600 processor, with DDR3 memory, 500GB sATA 7200rpm HDD and PCIe slots;
  - c. One (1) unit Core i5 Socket 1155 motherboard with DDR3 memory, 500GB sATA 7200rpm HDD and PCIe slots; and
  - d. One (1) Core i7 Socket 1150 motherboard with DDR3 memory, 500 GB sATA 7200rpm HDD and PCIe slots.
  - e. One (1) unit Core i3 All-in-One Desktop computer.
2. For DOE Field offices: Three (3) sets of personal computers with LED 19" or larger monitor and Uninterruptible Power Supply (UPS)/Automatic Voltage Regulator (AVR) for each field offices (1 set computer for VFO, MFO and LFO) with specification of Core i5 Socket 1155 motherboard, DDR3 memory and PCIe slots.

It is also understood that these units shall remain the property of the Contractor.

3. The Contractor shall maintain an inventory of the following computers parts and peripherals which shall be used as service/replacement units in case needed at the ff.:

a. For DOE Main Office (ISD Computer Services)

- 2 units 4GB DDR4 2666MHz SDRAM
- 2 units 2GB DDR3 1600MHz SDRAM
- 2 units 1TBGB sATA 7200rpm HDD
- 1 unit 1TB sATA 7200rpm HDD
- 2 units 512 MB PCIe Video Card
- 30 units CMOS Battery
- 2 units USB Keyboard
- 2 units USB Mouse
- 2 units 21" or Larger LED Monitor
- 2 units 500w 24Pin ATX Power Supply
- 4 units 650 VA Uninterruptible Power Supply

b. For each DOE Field Offices (VFO, MFO and LFO)

- 1 unit 4GB DDR4 2666MHz SDRAM
- 1 unit 2GB DDR3 1600MHz SDRAM
- 1 unit 1TB sATA 7200rpm HDD
- 1 unit 512 MB PCIe Video Card
- 10 units CMOS Battery
- 2 units USB Keyboard
- 2 units USB Mouse
- 1 unit 500w 24Pin ATX Power Supply
- 1 unit 650 VA Uninterruptible Power Supply

4. The Contractor shall provide replacement units, which shall have the same specifications or better, at no additional cost to the DOE.

4

**Manpower**

Manpower refers to personnel, employees and/or workers of the Contractor who are capable of conducting technical services (e.g. troubleshooting, repair, etc.) for DOE computer systems.

The Contractor shall provide at least six (6) competent IT Technicians to provide various support services as stipulated in this TOR:

1. **Three (3) IT Technicians** shall be assigned at the DOE-Main Office and shall report 8 hours a day on a staggered basis (2

*personnel will report from 7:00 a.m. to 4:00 p.m. and 1 personnel will report from 9:00 a.m. – 6:00 p.m.), and be on-call for computer service during office hours, from Monday to Friday, excluding all special and national holidays;*

2. Three (3) IT Technicians shall be assigned at the DOE Field Offices (1 technician each for VFO, MFO and LFO) and shall regularly reports for eight (8) hours a day, five (5) times a week, and be on-call for computer service during office hours, from Monday to Friday, excluding all special and national holidays;
3. Prior to the assignment of Six (6) IT Technicians, the Contractor shall submit credentials of the proposed personnel to the DOE ISD Chief for approval.
4. The technical support personnel must meet the following qualifications:
  - a. Be a graduate of B.S. Computer Engineering/Science or any two (2) - year Computer System / Technology - related course;
  - b. Have at least three (3) years actual experience (after graduation) in conducting computer preventive maintenance, troubleshooting and repair;
  - c. Must be a TESDA Certified Computer Systems Servicing NC II
  - d. Have working knowledge on computer networking (TCP/IP, Gateway, DNS, internet configuration, etc.).
5. In the absence of either one of their IT Technicians, the Contractor shall assign/provide a reliever with the same skills and expertise.
6. Technical personnel assigned to the DOE Main Office and its field offices shall remain employees of the Contractor and shall not be replaced unless expressly approved by the ITMS Director.
7. Upon request of the ISD Chief, and approval of the ITMS Director, the Contractor shall replace any personnel assigned whom the DOE believes has not performed competently in accordance with this TOR.

8. All Contractor personnel shall always coordinate to the Computer Services Section Staffs of ISD of any concerns/issues related to the efficient and effective performance of their computer maintenance services. Computer maintenance service concerns/issues encountered by the Contractor personnel at the DOE Field Offices shall be coordinated to the designated IT counterpart of the ITMS.
9. All Contractor personnel shall observe and abide to the DOE ICT Acceptable Usage and Security Policy.
- 10. All Contractor personnel shall observe and abide the DOE Health and safety protocols and work related guidelines, including the COVID 19 guidelines issued by concerned agencies.**
11. The Contractor shall provide an appropriate uniform to the IT Technicians to be assigned to the DOE Main office, VFO, MFO and LFO.

5

#### **Other Resources**

Resources refers to all equipment, software utilities, tools, cleaning materials and other devices that are located in and out of the DOE premises which Contractor's technical personnel use to effectively accomplish preventive maintenance and remedial services.

The Contractor shall provide its in-house IT Technicians the following:

1. Tools - Computer tool set to include precision set, and grounding wrist strap for each IT Technicians, Multi-tester, vacuum/blower etc.
2. Software Utilities - Hiren's Boot CD (latest version), File Recovery and other Systems Utilities
3. Cleaning Materials - multi-purpose cleaning solution, lint-free cloth, plastic cable ties, optical drive head cleaner, cotton buds, alcohol, contact cleaner, etc.

6

#### **Reports**

The Contractor shall submit the following documents/reports:

1. Certificate of compliance to TOR items II. E, F, G :

2. Monthly end-user countersigned preventive maintenance and remedial services reports, the format of which shall be prescribed by the ISD;
3. Monthly summary report of all maintenance and remedial service/s rendered, the format of which shall be prescribed by the ISD;
4. Semi-annual inventory report of all DOE computer equipment and peripherals, the format of which shall be prescribed by the ISD;
5. Certificate of monthly accomplishments signed by each respective DOE Field Office Director or his authorized representative.
6. Other reports that may be required by the DOE.

7

Other submission:

1. Warranty Declaration if applicable
2. Organizational structure/ manpower requirement
3. Brochures/prototype/actual samples of the products offered if applicable
4. Aftersales service declaration and including the focal point/contact details of Technical Support Services

## ANNEX A

Bureau / Division	Property No. / Serial No.	System Unit CPU speed / BRAND / Clone	HDD Capacity	Ram Size	Monitor Brand / Size / SN/ Property No	KB	Mouse Brand	AVR/UPS Brand / SN / Property
1	OSFC	PC07X9P	50GB	4GB	LENOVO / 60BDAARWW90216EY	LENOVO	LENOVO	
2	OSFC	DOVSOP07492610A31000	1TB	8GB	AIO	ACER	ACER	
3	OSFC	SGH321TJLG	500GB	4GB	HP / CA-MO-13-2360	ACER	ACER	
4	OSFC	DOVSOP07492610A31000	1TB	8GB	AIO	ACER	ACER	
5	OSFC	DOVSOP07492610A31000	1TB	8GB	AIO	ACER	ACER	
6	OSFC	DOVSOP07492610A31000	1TB	8GB	AIO	ACER	ACER	
7	OSFC	DOVSOP07492610A31000	1TB	8GB	AIO	ACER	ACER	
8	OSFC	DOVSOP07492610A31000	1TB	8GB	AIO	ACER	ACER	
9	OSFC	DOVSOP07492610A31000	1TB	8GB	AIO	ACER	ACER	
10	USFC-POS	DOVSOP07492610A31000	1TB	8GB	AIO	ACER	ACER	
11	UICP	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / F900858A	ADTECH	ADTECH	APC-UPS / 381723X10828
12	UICP	DTVMASPO02631031S53000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ADTECH	ADTECH	BOSLINE / E1309015280
13	UICP	DOVSOP02650402CAD3000	1TB	4GB	AIO	ACER	ACER	APC-UPS / 381721X14460
14	USFC-RAN	DTVMASPO0263102CB83000	1TB	8GB	ACER 226290F970858A	ACER	ACER	APC-UPS / 381721X13923
15	UBLR	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	APC-UPS / 381721X14460
16	UBLR	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	APC-UPS / 381721X13923
17	USFC-LOP	DOVSOP07492610A31000	1TB	8GB	AOC DFIH1A001455	ACER	ACER	APC CA UP 12 330
18	UASI	DTVMASPO026310309F3000	1TB	8GB	ACER LCD / CA-MO-16-B-2849	ACER	ACER	
19	UASI	DTVMASPO0263103553000	1TB	8GB	ACER LCD	ACER	ACER	
20	UASI	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / CA-MO-16-2850	ACER	ACER	
21	UASI	DOVSOP07492610A31000	1TB	8GB	AIO	ACER	ACER	
22	UASI	DTVMASPO0263102F613000	1TB	8GB	ACER LCD / CA-MO-16-2845	ACER	ACER	APC / 381723X12146
23	UASI	DOVSOP07492610A31000	1TB	8GB	ACER LCD / CA-MO-16-2845	ACER	ACER	
24	USFC-AGI	DOVSOP07492610A31000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
25	UBRA	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / CA-MO-16-2850	ACER	ACER	
26	UBRA	SGH401THWY	500GB	4GB	AOC DFIH1A001455	ACER	ACER	
27	UBRA	SGH401THWY	500GB	4GB	AOC DFIH1A001455	ACER	ACER	
28	UBRA	SGH401THWY	500GB	4GB	AOC DFIH1A001455	ACER	ACER	
29	UBRA	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
30	USFC-MAR	DOVSOP07492610A31000	500GB	4GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
31	UUDM	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
32	UUDM	DOVSOP07492610A31000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
33	UUDM	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
34	UUDM	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
35	UUDM	SGH310CWW	250GB	2GB	CA-MO-09-1151	ACER	ACER	
36	UUDM	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
37	UUDM	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
38	UUDM	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
39	OSFC-0HID	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
40	ARED	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
41	ARED	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
42	ARED	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
43	ARED	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
44	USFC-TUE	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
45	UFWF	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
46	UFWF	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	
47	UFWF	DTVMASPO0263102D0C3000	1TB	8GB	ACER LCD / MMIVY550276290DF900858A	ACER	ACER	

46	UPWF	DTVMASPD02631021FB3000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / 6.9206487255	ACER	ACER	
46	DLSEC - UAI	DQV5SP0274926109D3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	
50	UEPI	DQV5SP027492610A7E3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	
51	UEPI	DQV5SP027690A07B7C3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	
52	UEPI	DQV5SP027690A07C4C3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	
53	UEPI	DQV5SP027492610A8C3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	
54	DLSEC - PU	DTVMASPD02631021F93000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMUV550276290F06958A	ACER	COMPAG	4PC UPS / 381712X144B
55	AIP	DTVMASPD02631021F23000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMUV550276290F07858A	ACER	ACER	4PC UPS / 381841X04954
56	AIP	DQV5SP027690A07613000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	4PC UPS / 381841X04954
57	AIP	DTVMASPD02631021F93000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	AIO	ACER	ACER	
58	DLSEC - IAS	DQV5SP0274926109D53000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	
59	ACAFI	DTVMASPD026310210A83000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / 62906531185	ACER	ACER	
60	ACAFI	714001097611	ACER ASPIRE C24-760	1TB	8GB	ACER LCD / 62906531185	ACER	ACER	
61	ACAFI	DQV5SP027492610A4D3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	
62	DLSEC - UY	DQV5SP0274926109F73000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	
63	ARRII	CA-C10-1E14	Duo CPU E7400 @ 2.80GHz	500GB	2GB	AOC CRB9HA023777	ACER	ACER	POWER AVR 698077
64	DLSEC - FRQI	DTVMASPD02631021083000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / 6290653385	ACER	ACER	UPS / 381723X10903
65	ASGE	DTVMASPD02631021F83000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / 6290653385	ACER	ACER	
66	ASGE	DTVMASPD02631021F83000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / 6290653385	ACER	ACER	
67	ASGE	DTVMASPD02631021F83000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / 6290653385	ACER	ACER	
68	DLSEC - OD	DQV5SP027492610A4B25801	ACER AIO Aspire V24-760 i3-7100U CPU @ 2.40GHz	1TB	4GB	AIO	ACER	ACER	UPS / 381723X12705
69	DLSEC - OD	DTVMASPD02631021FC3000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMUV550276290F072858A	ACER	ACER	UPS / 381723X1246
70	DLSEC - OD	CN00310803	Compaq Presario	400GB	2GB	AOC CRB9HA023777	ACER	ACER	UPS / 381723X1993
71	DLSEC - OD	PVSC5010060A09A7200	ACER ASPIRE M3800 - Core 2 Quad CPU Q8400 2.66GHz	400GB	2GB	AOC CRB9HA023777	ACER	ACER	AVR / 598D73
72	DLSEC - OD	DTVMASPD02631021F93000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / 6290653385	ACER	ACER	
73	DLSEC - OD	SGH321TH99	HP Compaq Elite 8300 CMT	500GB	4GB	HP LCD / CA-MO-13-2565	ACER	ACER	UPS / 381723X11446
74	Internal AIO	13A13D1014-0A020D56	CLONE i3-4130 CPU @ 3.40GHz	500GB	4GB	HP LCD / CA-MO-13-2565	ACER	ACER	
75	Internal AIO	DTVMASPD02631021A43000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	500GB	4GB	AOC CA-MO-13-2565	ACER	ACER	WORK 500 CAVR D3-992
76	Internal AIO	DQV5SP027690A07B63000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	ACER LCD / CA-MO-16-2933	ACER	ACER	APC CA-UP 12-449
77	Internal AIO	DQV5SP027690A07B73000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	APC 381723X1753
78	Internal AIO	DQV5SP027690A07C83000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	APC 381723X1753
79	Internal AIO	DQV5SP027690A07C83000	CLONE i3-32100 CPU @ 3.10GHz	500GB	2GB	AOC CRB9HA023050	ACER	ACER	DASTAR CA LP-06-479
80	Internal AIO	DQV5SP027690A07C83000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	AIO	ACER	ACER	
81	Internal AIO	DQV5SP027690A07C83000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	AIO	ACER	ACER	
82	Internal AIO	DTVMASPD026310210A83000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMUV550276290F06958A	ACER	ACER	
83	Internal AIO	DTVMASPD026310210A83000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMUV550276290F06958A	ACER	ACER	
84	Internal AIO	DTVMASPD026310210A83000	CLONE i3-32100 CPU @ 3.10GHz	500GB	2GB	AOC LCD	ACER	ACER	
85	Internal AIO	DTVMASPD02631021AC3000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMUV550276290F07858A	ACER	ACER	APC CA-UP 12-431
86	Internal AIO	DTVMASPD02631021AC3000	ENOVAD 5500 CPU G3840 @ 7.80GHz	500GB	4GB	ENOVAD / V9-0716CP	ACER	ACER	ROSLINE / CA-UP 14-720
87	DLSEC - OD	D2PTAS017314	ASUS AIO - 5-3330 CPU @ 3.00GHz	500GB	4GB	AIO	ACER	ACER	
88	DLSEC - OD	SGH203GR1	HP 7-7600 CPU @ 3.40GHz	720GB	4GB	HP 3CQZ01NDPF	ACER	ACER	POWERPLUS CAVR 09-66
89	DLSEC - OD	DQV5SP027492610A043000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	
90	DLSEC - OD	DTVMASPD02631021703000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER MMUV550276290F07858A	ACER	ACER	
91	DLSEC - OD	DQV5SP027492610A553000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	
92	DLSEC - OD	DTVMASPD02631021F83000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMUV550276290F07858A	ACER	ACER	
93	DLSEC - OD	C1332 1002011-11260053	CLONE i3-32100 CPU @ 3.10GHz	500GB	2GB	AOC CA-MO-13-2089	ACER	ACER	
94	DLSEC - OD	C1332 1002011-11260053	CLONE i3-32100 CPU @ 3.10GHz	500GB	2GB	AOC CRB9HA024353	ACER	ACER	
95	DLSEC - OD	DQV5SP027492610A6600	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER LCD / MMUV550276290F07858A	ACER	ACER	
96	DLSEC - OD	DQV5SP027492610A6600	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	AIO	ACER	ACER	
97	DLSEC - OD	C1332 1002011-11260053	Core i5-7400 CPU @ 3.10GHz	500GB	4GB	AOC CRB9HA023604	ACER	ACER	
98	DLSEC - OD	DQV5SP027492610A6600	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	AIO	ACER	ACER	
99	DLSEC - OD	DTVMASPD02631021003000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMUV550276290F06958A	ACER	ACER	
100	DLSEC - OD	DQV5SP027492610A6600	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	AIO	ACER	ACER	
101	DLSEC - OD	DQV5SP027492610A6600	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	

102	RAMSCD	DQVSP07492610A7B3000	Acer AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AIO		ACER	ACER	
103	RAMSCD	Unreadable	Clone i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AIO				
104	RAMSCD	PC07YX80	LENOVO S500 CPU G1840 @ 2.80GHz	500GB	4GB	LENOVO 6M720574821161		LENOVO	LENOVO	
105	RAMSCD	DQVSP07492610A7B3000	Acer AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AIO		ACER	ACER	
106	RAMSCD	C34130D014-04D300060	CLONE i3 - i3-300 CPU @ 3.40GHz	500GB	4GB	ACER MMT666606741004CF24		ACER	ACER	
107	RAMSCD	PC07YX80	LENOVO S500 CPU G1840 @ 2.80GHz	500GB	4GB	LENOVO 60BDA66W90216A2		LENOVO	LENOVO	
108	RAMSCD	SGH2030R3M	HP i7-2600 CPU @ 3.40GHz	720GB	4GB					
109	RAMSCD	DQVSP07492610A7B3000	Acer AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AIO		ACER	ACER	
110	RAMSCD	C1321002011-11260007	Clone i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC CRK99HA024357		LENOVO	LENOVO	
111	RAMSCD	Unreadable	Clone i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AIO				
112	RAMSCD	DQVSP07492610A7B3000	Acer AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AIO		ACER	ACER	
113	RAMSCD	DQVSP07492610A7B3000	ACER AIO - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	11B	RGB	ACER LCD / MMLV75S027629018A0858A		ACER	ACER	
114	RAMSCD	DQVSP07492610A7B3000	ACER AIO - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	11B	RGB	ACER LCD / MMLV75S027629018A0858A		ACER	ACER	
115	RAMSCD	DQVSP07492610A7B3000	Acer AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AIO		ACER	ACER	
116	RAMSCD	DQVSP07492610A7B3000	Acer AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AIO		ACER	ACER	
117	RAMSCD	DQVSP07492610A7B3000	Acer AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AIO		ACER	ACER	
118	RAMSCD	DQVSP07492610A7B3000	Acer AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AIO		ACER	ACER	
119	RAMSCD	DQVSP07492610A7B3000	Acer AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AIO		ACER	ACER	
120	RAMSCD	DQVSP07492610A7B3000	Acer AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AIO		ACER	ACER	
121	RAMSCD	DQVSP07492610A7B3000	Acer AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AIO		ACER	ACER	
122	RAMSCD	C1321002011-11260003	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC CA MO 12-2031		ACER	ACER	
123	RAMSCD	DQVSP07492610A7B3000	Acer AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AIO		ACER	ACER	
124	RAMSCD	SGE2A25	LENOVO AIO - i5-3470S CPU @ 2.90GHz	700GB	4GB	AIO		LENOVO	LENOVO	
125	RAMSCD	PC07YX80	LENOVO S500 CPU G1840 @ 2.80GHz	500GB	4GB	LENOVO / 60BDA66W90216C7		LENOVO	LENOVO	
126	RAMSCD	DQVSP07492610A7B3000	Acer AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AIO		ACER	ACER	
127	RAMSCD	C1321002011-11260008	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC CRK99HA033683		ACER	ACER	
128	RAMSCD	SGE2A25	LENOVO AIO - i5-3470S CPU @ 2.90GHz	700GB	4GB	AIO		LENOVO	LENOVO	
129	RAMSCD	DQVSP07492610A7B3000	ACER AIO - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	11B	RGB	ACER LCD / MMLV75S027629018A0858A		ACER	ACER	
130	RAMSCD	C1321002011-11260003	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC CRK99HA024370		ACER	ACER	
131	RAMSCD	DQVSP07492610A7B3000	ACER AIO - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	11B	RGB	ACER LCD / CA MO 12-2037		ACER	ACER	
132	RAMSCD	DQVSP07492610A7B3000	ACER AIO - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	11B	RGB	ACER LCD / MMLV75S027629018A0858A		ACER	ACER	
133	RAMSCD	DQVSP07492610A7B3000	ACER AIO - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	11B	RGB	ACER LCD / MMLV75S027629018A0858A		ACER	ACER	
134	RAMSCD	C1321002011-11260005	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC LCD / CA MO 12-2037		ACER	ACER	
135	RAMSCD	DQVSP07492610A7B3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AOC CRK99HA02379		ACER	ACER	
136	RAMSCD	C1321002011-11260006	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC LCD / CRK99HA025127		ACER	ACER	
137	RAMSCD	DQVSP07492610A7B3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AOC LCD / CRK99HA023690		ACER	ACER	
138	RAMSCD	C1321002011-11260008	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC CRK99HA023655		ACER	ACER	
139	RAMSCD	C1321002011-11260008	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC CRK99HA025098		ACER	ACER	
140	RAMSCD	C1321002011-11260008	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC LCD / CRK99HA0234070		ACER	ACER	
141	RAMSCD	C1321002011-11260008	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC LCD / CRK99HA0234070		ACER	ACER	
142	RAMSCD	C1321002011-11260008	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC LCD / CRK99HA0234070		ACER	ACER	
143	RAMSCD	C1321002011-11260008	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC LCD / CRK99HA0234070		ACER	ACER	
144	RAMSCD	C1321002011-11260008	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC LCD / CRK99HA0234070		ACER	ACER	
145	RAMSCD	DQVSP07492610A7B3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AOC LCD / CRK99HA0234070		ACER	ACER	
146	RAMSCD	PC07YX80	LENOVO S500 CPU G1840 @ 2.80GHz	500GB	4GB	AIO		ACER	ACER	
147	RAMSCD	DQVSP07492610A7B3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AIO		ACER	ACER	
148	RAMSCD	C1321002011-11260003	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC LCD / CA MO 12-2035		ACER	ACER	
149	RAMSCD	C1321002011-11260003	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC LCD / CA MO 12-2035		ACER	ACER	
150	RAMSCD	C1321002011-11260003	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC LCD / CRK99HA023608		ACER	ACER	
151	RAMSCD	C1321002011-11260003	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC LCD / CRK99HA023608		ACER	ACER	
152	RAMSCD	DQVSP07492610A7B3000	ACER AIO - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	11B	RGB	ACER MMLV75S027629018A0858A		ACER	ACER	
153	RAMSCD	C1321002011-11260003	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC LCD / CRK99HA023608		ACER	ACER	
154	RAMSCD	DQVSP07492610A7B3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	11B	RGB	AOC LCD / CRK99HA023608		ACER	ACER	
155	RAMSCD	C1321002011-11260003	CLONE i3 - i3-2100 CPU @ 3.10GHz	500GB	2GB	AOC LCD / CRK99HA023608		ACER	ACER	







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36/ AEFD	COZYSONIG6	Mac (5-7500	1TB	8GB	AIO		ACER	GENIUS	
36B/ AEFD	ACE2250K82	HP i5-3450 CPU @ 3.10GHz	1TB	2GB			HP	RISE	MEIIE / CA-UP-17-813
369/ AEFD	3INCOH82	Dell Inspiron 3647 i7-4790 CPU @ 3.60GHz	2TB	16GB	DELL / 6418D-594-15GT		DELL	ACER	CA-VR-13-701 / 4315753112
370/ AEFD	DTVMASPO02631030743000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER / CA-UP-17-802		ACER	ACER	MEIU UPS CA-UP-16-7826
371/ AEFD	3PK4H82	Dell Inspiron 3647 i7-4790 CPU @ 3.60GHz	1TB	16GB	DELL / CNX07D11 64182-594-15GT		DELL	GENERIC	MEIU UPS CA-UP-17-804
372/ AEFD	Q524002012-0301008	DELL INS-2400 (CPU @ 3.10GHz)	500GB	2GB	ACER / DPHL114503146		ACER	RISE	MEIU UPS CA-UP-17-802
373/ AEFD	DTVMASPO02631030643000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	2 ACER MONITOR		GENIUS	GENIUS	MEIU / CA-UP-17-805
374/ AEFD	CA-CP-14-2439	DELL INS-2400 (CPU @ 3.10GHz)	1TB	4GB	CA MO-14-2439		GENIUS	WHITESUN	UPS / CA-UP-17-812
375/ AEFD	DTVMASPO0263102703000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMLV75S0276290F04858A		ACER	GENERIC	
376/ AEFD	DTVMASPO0263103103000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMLV75S0276290F04858A		ACER	GENERIC	
377/ AEFD	CA-UP-14-2440	DELL INS-2400 (CPU @ 3.10GHz)	1TB	4GB	ACER LCD / CA MO-14-2440		ACER	GENERIC	MEIU / CA-UP-17-802
378/ AEFD	DTVMASPO02631030043000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMLV75S0276290F04858A		ACER	LOGITECH	ORION CA-UP-14-681
379/ AEFD	ACE2250K8V	HP i5-3450 CPU @ 3.10GHz	1TB	2GB	HP LCD / CNK13407VP		HP	RISE	UPS / CA-UP-17-B03
380/ AEFD	DTVMASPO026310270563000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMLV75S0276290F04858A		ACER	GENIUS	PHIDENIX 4315753112
381/ AEFD	DTVMASPO0263102703000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMLV75S0276290F04858A		ACER	GENIUS	
382/ PMD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	HP / 3C00030118		R-51	ACER	
383/ PMD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	ACER LCD / MMLV75S0276290F04858A		ACER	ACER	APC 381717M14570
384/ PMD	DTVMASPO0263102703000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMLV75S0276290F04858A		ACER	ACER	APC 3818417M14570
385/ PMD	DTVMASPO0263102703000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMLV75S0276290F04858A		ACER	ACER	APC 381717M14114
386/ PMD	PC07YX86	DELL INS-2400 (CPU @ 3.10GHz)	500GB	4GB	ACER LCD / MMLV75S0276290F04858A		ACER	ACER	APC 381723M14116
387/ PMD	DTVMASPO0263102703000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMLV75S0276290F04858A		ACER	GENIUS	APC 381723M1445
388/ PMD	DTVMASPO0263102703000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMLV75S0276290F04858A		ACER	RISE	APC 381723M14580
389/ PMD	DTVMASPO0263102703000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER LCD / MMLV75S0276290F04858A		ACER	RISE	APC 381723M1463
390/ PMD	SGH8080226	DELL INS-2400 (CPU @ 3.10GHz)	500GB	2GB	HP / CA MO-10-1191		HP	GENIUS	
391/ GAD	CNX430H50	HP PA-10N 4350S (CPU @ 3.10GHz)	500GB	2GB	HP / CA MO-10-1191		HP	GENIUS	
392/ GAD	CA-UP-14-2439	DELL INS-2400 (CPU @ 3.10GHz)	500GB	2GB	HP / CA MO-10-1191		HP	GENIUS	
393/ EPPB-0D	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
394/ EPPB-0D	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
395/ EPPB-0D	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
396/ EPPB-0D	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
397/ EPPB-0D	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
398/ EPPB-0D	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
399/ PD	DTVMASPO0263102703000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
400/ PD	DOVBWSP001714004736601	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
401/ PD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
402/ PD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
403/ PD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
404/ PD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
405/ PD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
406/ PD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
407/ PD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
408/ PD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
409/ PD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
410/ PD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
411/ PD	DTVMASPO0263103103000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
412/ PD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
413/ PD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
414/ PD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
415/ PD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
416/ PD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	8GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
417/ PFBD	BCCT362ATQ	HP AIO - i3-2100 CPU @ 3.40GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		HP	HP	APC 381723M1463
418/ PFBD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		HP	HP	APC 381723M1463
419/ PFBD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463
420/ PFBD	DOVSOSP026904028EC3000	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz	1TB	4GB	ACER AIO - Intel(R) Core(TM) i3-8100 CPU @ 3.60GHz		ACER	ACER	APC 381723M1463

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475	AD	CIS24002011.126097	CLONE 15.5-2400 CPU @ 3.10GHz	500GB	2GB	ACER MM.V75S02762907E7B58A	MATECH	MATECH	APC CA UP 12-297
476	AD	DQV50SP07492610A083000	ACER AIO 13.8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	
477	AD	DQV50SP07492610A062000	ACER AIO 13.8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	
478	AD	CIS24002011.1260105	CLONE 15.5-2400 CPU @ 3.10GHz	500GB	2GB	AOC CR.B9HA023641	ACER	ACER	
479	AD	DTVMASPD026310301E3000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER MM.V75S02762907E7B58A	MATECH	MATECH	APC 381723X12647
480	AD	DOB5WSP00171400AA6R01	ACER AIO 13.8100 CPU @ 3.60GHz	1TB	4GB	AIO	ACER	ACER	
481	AD	DTVMASPD0263102E493000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
482	AD	DQV50SP07492610A083000	ACER AIO 13.8100 CPU @ 3.60GHz	1TB	4GB	AIO	ACER	ACER	
483	AD	DQV50SP07492610A083000	ACER AIO 13.8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	
484	AD	DQV50SP07492610A083000	ACER AIO 13.8100 CPU @ 3.60GHz	1TB	8GB	AIO	ACER	ACER	
485	AD	CIS24002011.1260108	CLONE 15.5-2400 CPU @ 3.10GHz	500GB	2GB	AOC CR.B9HA025003	ACER	ACER	
486	AD	DQV50SP02690402BFC3000	ACER AIO 13.8100 CPU @ 3.60GHz	1TB	4GB	AIO	ACER	ACER	
487	AD	DQV50SP02690402BFC3000	ACER AIO 13.8100 CPU @ 3.60GHz	1TB	4GB	AIO	ACER	ACER	
488	AD	DQV50SP02690402BFC3000	ACER AIO 13.8100 CPU @ 3.60GHz	1TB	4GB	AIO	ACER	ACER	
489	AD	CIS24002011.1260158	CLONE 15.5-2400 CPU @ 3.10GHz	500GB	2GB	AOC CR.B9HA025003	ACER	ACER	
490	AD	DTVMASPD0263102E493000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER MM.V75S02762907E7B58A	MATECH	MATECH	APC 381723X12647
491	AD	DTVMASPD02631031E3000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
492	AD	DQV50SP02690402BFC3000	ACER AIO 13.8100 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
493	AD	DTVMASPD0263102E493000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	AIO	ACER	ACER	
494	AD	DTVMASPD0263102E493000	ACER AMD - A8-7600 Radeon R7, 10 Compute Cores 4C+6G	1TB	8GB	AIO	ACER	ACER	
495	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
496	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
497	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
498	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
499	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
500	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
501	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
502	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
503	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
504	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
505	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
506	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
507	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
508	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
509	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
510	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
511	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
512	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
513	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
514	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
515	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
516	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
517	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
518	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
519	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
520	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
521	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
522	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
523	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
524	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
525	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
526	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	
527	AD	REDO90W0	LENOVO 17.4790 CPU @ 3.60GHz	1TB	8GB	ACER MM.V75S02762907E7B58A	ACER	ACER	







[illegible]





[illegible]



845	WFO-ADMIN	DQV50SP02690402883300	ACER AIO	1TB	4GB	AIO			APC 781118108363 (not working)
846	WFO-ADMIN	DQV50SP02690402883300	ACER AIO	1TB	4GB	AIO			APC 38142016365 (not working)
847	WFO-ADMIN	C7-1126000	CLONE 7	120550	8GB	ADC LED 5N AHFB50AD00127			APC 38113107048 (not working)
848	WFO-ADMIN	C5-11260054	CLONE 15	500GB	2GB	ADC LED 5N CRK89HAD25052			APC ES 50005N/781118109101 (not working)
849	WFO-ADMIN	1S10HS005KPCPC07Y518	LENOVO S500 CPU G1840 @ 2.80GHz	500GB	8GB	lenovo E19223WD SN 60B0AAR6WW950216DM			
850	WFO-ADMIN	1S10HS005KPCPC07XX85	LENOVO S500 CPU G1840 @ 2.80GHz	500GB	8GB	lenovo E19223WD SN 60B0AAR6WW950216CB			
851	WFO-ADMIN	DQV50SP02690402C103000	ACER AIO	1TB	4GB	ADC LED 5N CRK89HAD24352			APC BX6250HW5 SN 381420V8A77
852	WFO-ADMIN	DTVMASPD0263102C533000	ACER AM08	1TB	8GB	ACER LED 21.5 SN MMLV75S0226290F858A			
853	WFO-ADMIN	C5-11260072	CLONE 15	500GB	2GB	ADC LED 5N CRK89HAD24352			
854	WFO-ADMIN	C5-11260036	CLONE 15	500GB	2GB	ADC LED 5N CRK89HAD23680			
855	WFO-ADMIN	DQV50SP02690402B693000	ACER AIO	1TB	4GB	AIO			
856	WFO-ADMIN	1S10HS005KPCPC07XXYO	LENOVO S500 CPU G1840 @ 2.80GHz	500GB	4GB	ADC SN CRK89HAD24074			
857	WFO-ADMIN	C5-11260077	CLONE 15	500GB	4GB	ADC LED 5N CRK89HAD23668			
858	WFO-ADMIN	DTVMASPD02631030243000	ACER AM08	1TB	8GB	ACER LED 21.5 SN MMLV75S0226290F858A			
859	WFO-ADMIN	DQV50SP02690402B503000	ACER AIO	1TB	4GB	ACER LED 21.5 SN MMLV75S0226290F858A			
860	WFO-ADMIN	C5-1126118	CLONE 15	500GB	2GB	ADC LED 5N CRK89HAD23670			APC 9B144006683 (not working)
861	WFO-ADMIN	C3-04030041	CLONE 13	500GB	4GB	ADC LED 5N FVLDCHAD41871			Bossline UPS SN E13090150135 (not working)
862	WFO-ADMIN	C3-04030017	CLONE 13	500GB	4GB	ADC LED 5N FVLDCHAD42720			Bossline UPS SN E13090150135 (not working)
863	WFO-ADMIN	DTVMASPD02631031373000	ACER AM08	1TB	8GB	ACER LED 21.5 SN MMLV75S0226290F858A			APC 9B144006683 (not working)
864	WFO-ADMIN	DTVMASPD0263107C643000	ACER AM08	1TB	8GB	ACER LED 21.5 SN MMLV75S0226290F858A			
865	WFO-ADMIN	C5-11260065	CLONE 15	500GB	2GB	ADC LED 5N CRK89HAD23617			
866	WFO-ADMIN	DQV50SP02690402C043000	ACER AIO	1TB	4GB	AIO			APC 381420X08485 (not working)
867	WFO-ADMIN	DQV50SP02690402C193000	ACER AIO	1TB	4GB	AIO			APC 781118108809 (not working)
868	WFO-ADMIN	C341302014-04030052	CLONE 13	500GB	4GB	ADC LED 5N FVLDCHAD42724			
869	WFO-ADMIN	1S10HS005KPCPC07WTE	LENOVO S500 CPU G1840 @ 2.80GHz	500GB	4GB	lenovo E19223WD SN 60B0AAR6WW950216E7			Bossline SN E1309015013
870	WFO-ADMIN	C5-11260111	CLONE 15	500GB	2GB	ADC LED 5N CRK89HAD23674			
871	WFO-ADMIN	DQV50SP02690402C173000	ACER AIO	1TB	4GB	AIO			PSA-600 24121360438X (not working)
872	WFO-ADMIN	C5-11260123	CLONE 15	500GB	2GB	ADC LED 5N CRK89HAD24344			APC 781118108919 (not working)
873	WFO-ADMIN	C5-11260114	CLONE 15	500GB	4GB	ADC LED 5N CRK89HAD24106			
874	WFO-ADMIN	C5-11260035	CLONE 15	500GB	4GB	ADC LED 5N CRK89HAD24074			
875	WFO-ADMIN	DTVMASPD0263102B73000	ACER AM08	1TB	8GB	ACER LED 21.5 SN MMLV75S0226290F858A			
876	WFO-ADMIN	C5-11260065	CLONE 15	500GB	2GB	ADC LED 5N CRK89HAD23691			PSA-600 24121370668X (not working)

877	WFO-EIMD	CS-11260052	CLONE 15	500GB	2GB	AO	AO	LED 5N CRK89H4025079	MATECH		APC 381/420808/487 (not working)
878	WFO-EIMD	CS-11260002	CLONE 13	500GB	4GB	AO	AO	LED 5N PVLDC-H4041694	MATECH		BOSELINE RI-600A
879	WFO-EIMD	DTVMASPOD263102CCD3000	ACER AMDB	1TB	8GB	ACER	ACER	LED 2.1 5N MMYSSC0262901913858A			BOSELINE RI-600A
880	WFO-EIMD	DTVMASPOD263102D3C3000	ACER AMDB	1TB	8GB	(swap to str Rev)	AO	5N PVLDC-H4041701			BOSELINE RI-600A
881	WFO-EIMD	DOVS05PO26904D2C1A3000	ACER AIO	1TB	4GB	AO			ACER	ACER	
882	WFO-EIMD	CS-11260042	CLONE 15		2GB	AO	AO	LED 5N CRK89H4025033	MATECH		APC 7811/1809809 (not working)
883	WFO-EIMD	CS-11260084	CLONE 15	500GB	2GB	AO	AO	LED 5N CRK89H4023635	MATECH		APC 781303105706 (not working)
884	WFO-EIMD	CS-11260010	CLONE 15		2GB	AO	AO	LED 5N CRK89H4025049	MATECH		
885	WFO-EIMD	CS-11260070	CLONE 15		4GB	AO	AO	LED 5N CRK89H4023703	MATECH		
886	WFO-EIMD	CS-11260076	CLONE 15	500GB	2GB	AO	AO	LED 5N CRK89H4023611	MATECH		BOSELINE RI-600A
887	WFO-EIMD	CS-11260014	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		APC 7811/1801072 (not working)
888	WFO-EIMD	CS-11260014	CLONE 15	500GB	2GB	AO	AO	LED 5N CRK89H4023636	MATECH		DA STAR/CAVR-QS-587
889	WFO-EIMD	CS-11260014	CLONE 15	500GB	2GB	AO	AO	LED 5N CRK89H4023636	MATECH		
890	WFO-EIMD	PCD7XVHV	ACER AMDB	1TB	8GB	AO	AO	LED 5N CRK89H4023636	MATECH		
891	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
892	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
893	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
894	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
895	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
896	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
897	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
898	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
899	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
900	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
901	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
902	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
903	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
904	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
905	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
906	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
907	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
908	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
909	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
910	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
911	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
912	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
913	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
914	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
915	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
916	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
917	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
918	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
919	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
920	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
921	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
922	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		
923	WFO-EIMD	CA-CP-14-2605	CLONE 15	500GB	4GB	AO	AO	LED 5N CRK89H4023636	MATECH		

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

## **Checklist of Technical and Financial Documents**

### **I. TECHNICAL COMPONENT ENVELOPE**

#### ***Class "A" Documents***

##### *Legal Documents*

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);  
**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*

- ☐ (f) 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**
- ☐ (g) 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**
- ☐ (h) 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**
- ☐ (i) Conformity with the Technical Specifications, including the following. :
  - a. Brochures/prototype/actual samples of the products offered
  - b. Production/Delivery schedules
  - c. Manpower requirements/Organizational structure
  - d. After sales service/parts, if applicable
  - e. Certificate of warranty/ guarantee; **and**
- ☐ (j) 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

- ② (k) 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**
- ② (l) 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***

- ② (m) 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)

- ② (n) *[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.
- ② (o) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

**25 FINANCIAL COMPONENT ENVELOPE**

- ② (a) Original of duly signed and accomplished Financial Bid Form; **and**
- ② (b) Original of duly signed and accomplished Price Schedule(s) or the Bid Detail Form.

# ***Bidding Forms***

## **Mandatory Submission of Bidding Forms**

### ***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: \_\_\_\_\_

**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 of: \_\_\_\_\_

**Bid Form for the Procurement of Goods**  
*[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 of agent	Amount	Purpose of 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: \_\_\_\_\_

## **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]*

**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 years), where applicable.**

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

**Submitted By:**

\_\_\_\_\_  
**(Signature over Printed Name)**

**Note:**

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



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

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"

**(Signature over Printed Name)**

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

**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]*

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**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 Name and Signature]*

*[Insert Signatory's Legal Capacity]*

*[Insert Signatory's Legal Capacity]*

*for:*

*for:*

*[Insert Procuring Entity]*

*[Insert Name of Supplier]*

#### **Acknowledgment**

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

## Omnibus Sworn Statement (Revised)

*[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]*

### Performance Securing Declaration (Revised)

*[if used as an alternative performance security but it is not required to be submitted with the Bid, as it shall be submitted within ten (10) days after receiving the Notice of Award]*

REPUBLIC OF THE PHILIPPINES)

CITY OF \_\_\_\_\_ ) S.S.

### PERFORMANCE SECURING DECLARATION

Invitation to Bid: [Insert Reference Number indicated in the Bidding Documents]

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, to guarantee the faithful performance by the supplier/distributor/manufacture/contractor/consultant of its obligations under the Contract, I/we shall submit a Performance Securing Declaration within a maximum period of ten (10) calendar days from the receipt of the Notice of Award prior to the signing of the Contract.
2. I/We accept that: I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of one (1) year for the first offense, or two (2) years **for the second offense**, upon receipt of your Blacklisting Order if I/We have violated my/our obligations under the Contract;
3. I/We understand that this Performance Securing Declaration shall cease to be valid upon:
  - a. issuance by the Procuring Entity of the Certificate of Final Acceptance, subject to the following conditions:
    - i. Procuring Entity has no claims filed against the contract awardee;
    - ii. It has no claims for labor and materials filed against the contractor; and
    - iii. Other terms of the contract; or
  - b. replacement by the winning bidder of the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 revised IRR of RA No. 9184 as required by the end-user.

**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]*