

PHILIPPINE BIDDING DOCUMENTS

(As Harmonized with Development Partners)

Supply and Delivery of Computers and IT Related Equipment

**ABC = Five Million Eight Hundred Fourteen
Thousand Four Hundred Ninety Four Pesos (Php
5,814,494.00)**

**Government of the Republic of the Philippines
UNIVERSITY OF THE PHILIPPINES CEBU**



**Sixth Edition
July 2020**

Table of Contents

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

Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

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

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

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

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

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

CDA - Cooperative Development Authority.

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

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

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

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

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

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

GFI – Government Financial Institution.

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

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

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national

buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

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

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

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

UN – United Nations.



Section I. Invitation to Bid

**Republic of the Philippines
University of the Philippines Cebu
Lahug, Cebu City
BIDS AND AWARDS COMMITTEE**

Invitation to Bid for the Supply and Delivery of Computers and IT Related Equipment (Re-bid)

1. The *University of the Philippines Cebu*, through the *GAA 2021* intends to apply the sum of *Five Million Eight Hundred Fourteen Thousand Four Hundred Ninety Four Pesos (Php 5,814,494.00)* being the ABC to payments under the contract for *Supply and Delivery of Computers and IT Related Equipment (Re-Bid)*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *University of the Philippines Cebu* now invites bids for the above Procurement Project. Delivery of the Goods is required by *30 days after receipt of NTP*. Bidders should have completed, within *the last two years* from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "*pass/fail*" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

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

4. Prospective Bidders may obtain further information from *University of the Philippines Cebu BAC Office* and inspect the Bidding Documents at the address given below from 8:00AM - 3:00PM.
5. A complete set of Bidding Documents may be acquired by interested Bidders on *February 4, 2022* from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of *Six Thousand Pesos Only (Php 6,000.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the **fees in person or through email**.
6. The *University of the Philippines Cebu* will hold a Pre-Bid Conference on *February 14, 2022 10:00AM* at the *BAC Office Room 207 Admin Building, University of the Philippines Cebu Gorordo Avenue, Lahug Cebu City* and/or through video conferencing or webcasting *via zoom as follows:*

<https://up-edu.zoom.us/j/87559696283>

Meeting ID: 875 5969 6283 Passcode: Pre-Bid22

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **February 28, 2022 10:00AM**. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **February 28, 2022 10:00AM** at the given address below **BAC Office Room 207 Admin Building, University of the Philippines Cebu Gorordo Avenue, Lahug Cebu City** through video conferencing or zoom as follows:
<https://up-edu.zoom.us/j/82077273713>
Meeting ID: 820 7727 3713 Passcode: BidOpening

and will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **University of the Philippines Cebu** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

**Bids and Awards Committee through
Marlon Ubaldo/ BAC Secretariat Chair**
UP Cebu, Lahug, Cebu City
Tele/Fax No. 032-233-3497
Contact's email add: bac_sec.upcebu@up.edu.ph

12. You may visit the following websites:
https://www.upcebu.edu.ph/bid-opportunities/public-bidding/?fbclid=IwAR3NYSQ0piZhwwqXlcD1C_nAzpCO_6iujIfZrUNYgt-hcDjfv212mW0M1CA or

For downloading of Bidding Documents:



Lorel S. Dee, M.D.
BAC Chair

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, *University of the Philippines Cebu* invites Bids for the *Supply and Delivery of Computers and IT Related Equipment (Re-bid)* with Project Identification Number *G-2022- 002*.

The Procurement Project (referred to herein as “Project”) is composed of *forty-four (44) items* the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for *GAA Fund* in the amount of *Five Million Eight Hundred Fourteen Thousand Four Hundred Ninety Four Pesos (Php 5,814,494.00)*.

2.1. 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:

For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.

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

6. Origin of Goods

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

7. Subcontracts

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

8. Pre-Bid Conference

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

9. Clarification and Amendment of Bidding Documents

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

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within *the last 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 e.
- b. For Goods offered from abroad:
- i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

13. Bid and Payment Currencies

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

14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration¹ or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid until **March 24, 2022**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

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

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

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

16. Deadline for Submission of Bids

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 15 shall be submitted for each lot or item separately.

19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the

2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.

19.4. The Project shall be awarded as follows:

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

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

20. Post-Qualification

20.1. 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	For this purpose, contracts similar to the Project shall be: <ol style="list-style-type: none"> a. Supply, Delivery of Computers, Laptops and Other IT Related Equipment b. completed within <i>the last two years</i> prior to the deadline for the submission and receipt of bids. 						
7.1	<i>Subcontracting is not allowed.</i>						
12	The price of the Goods shall be quoted DDP <i>University of the Philippines Cebu, Lahug Cebu City</i> or the applicable International Commercial Terms (INCOTERMS) for this Project.						
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: <ol style="list-style-type: none"> a. The amount of not less than <i>One Hundred Sixteen Thousand Two Hundred Eighty Nine Pesos and Eighty Eight Centavos (Php 116,289.88)</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; b. The amount of not less than <i>Two Hundred Ninety Thousand Seven Hundred Twenty Four Pesos and Seventy Centavos (Php 290,724.70)</i> if bid security is in Surety Bond. 						
19.3	<i>The project will be awarded per item.</i>						
	PR #	Office	ITEM	QTY	Unit	Unit price	Total Price
	4477	Cash	3in1 Printer-Copier-Scanner	1	unit	55,000.00	55,000.00
	4227	Library	Printer Inkjet	1	un	10,000.00	10,000.00
	4187	CoS/Math	3 in 1 Continuous Ink Printer	6	pc	12,000.00	72,000.00
	4376	OSA	Printer (Colored)	1	un	55,000.00	55,000.00
	4357	BAC	Multi-function Printer	1	un	100,000.00	100,000.00
	4499	Budget	Monochrome Printer	1	pc	55,000.00	55,000.00
	4201	CoS	Photocopier 3 in 1	2	un	14,999.00	29,998.00
	4200	CoS	Printer Deskjet Ink	2	un	14,500.00	29,000.00
	4651	CoS (GRNDH20.ph)	All-In-One Desktop with multifunction printer	1	un	75,000.00	75,000.00
	5048	COS- DBES	Desktop computers w/ Accessories	2	unit	120,000.00	240,000.00
	4130	SoM	Desktop	2	un	86,000.00	172,000.00

4651	CoS (GRNDH20.ph)	Workstations	2	un	120,000.00	240,000.00
4458	CVSC	All-in-One Desktop	1	set	100,000.00	100,000.00
4455	CSS	All-in-one Desktop Computer	2	un	100,000.00	200,000.00
4420	GAD	DESKTOP COMPUTER	1	pc	100,000.00	100,000.00
4457	CSS	Laptops	7	un	100,000.00	700,000.00
4377	OVCAA	LAPTOP	1	un	100,000.00	100,000.00
4498	Budget	Laptop	1	pc	100,000.00	100,000.00
4972	COS - Black Soldier Fly Project	LAPTOP	2	unit	80,000.00	160,000.00
4551	OUR	Laptop	1	pc	65,000.00	65,000.00
4461	BAC	Laptop/ Notebook	1	un	100,000.00	100,000.00
4121	GAD	Laptop	1	un	80,000.00	80,000.00
4437	Library	Notebook/ Laptop	10	un	80,000.00	800,000.00
5048	COS- DBES	Laptop	3	unit	85,000.00	255,000.00
4446	OC	Laptops	6	un	100,000.00	600,000.00
4631	CoS/Math	2-IN-1 is a touch-optimized convertible laptop or tablet with physical keyboard	1	un	14,999.00	14,999.00
4376	OSA	ADF Scanner	1	un	35,000.00	35,000.00
4504	CSS	Flatbed Scanner	1	un	20,000.00	20,000.00
4330	OUR	Scanner	1	pc	35,000.00	35,000.00
4366	OC,HRDO	Heavy Duty Copier with ADF Scanner	2	un	200,000.00	400,000.00
4379	OVCA	Heavy Duty DIGITAL COPIER	1	pc	200,000.00	200,000.00
4358	CoS	AVR, 250v/500W	5	un	4,000.00	20,000.00
4361	CoS	LCD Projector	3	un	91,666.00	274,998.00
4497	Budget	Heavy Duty Paper Shredder	1	pc	14,999.00	14,999.00
4358	CoS	UPS	5	un	7,000.00	35,000.00
4933	SoM	Hard Drive	1	un	5,000.00	5,000.00
4623	OCEP	3 HDMI meters	2	pc	1,000.00	2,000.00
4623	OCEP	Over ear Headphones	4	un	5,000.00	20,000.00
4623	OCEP	Charger	1	un	3,000.00	3,000.00
4456	CSS	VIDEO-CAMERAS	2	un	80,000.00	160,000.00
4459	CSS	WIRELESS LAPEL MICROPHONES	6	un	7,000.00	42,000.00
4417	CSS-PE	Projector	1	unit	35,000.00	35,000.00
5184	OCEP	Webcam full HD	1	unit	4,500.00	4,500.00
20.2	<i>No further instructions</i>					

Section IV. General Conditions of Contract

1. Scope of Contract

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

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

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

2. Advance Payment and Terms of Payment

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

3. Performance Security

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

4. Inspection and Tests

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

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

5. Warranty

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

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

6. Liability of the Supplier

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

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

Section V. Special Conditions of Contract

GCC Clause	
1	<p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p>“The delivery terms applicable to the Contract are DDP delivered University of the Philippines Cebu Gorordo Ave. Lahug Cebu City. In accordance with INCOTERMS.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site are:</p> <p style="text-align: center;">Marlon Ubaldo, Head SPMO And the Heads of the different Office End User Units</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <p>Supply, delivery and installation and/or start-up of Goods.</p> <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p>
	<p>Packaging –</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit.</p>

	<p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p> <p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p>
	<p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p>

2.2	<p>The terms of payment shall be as follows: <i>No Advance payment may be made for this contract.</i> <i>Payment of 100% contract amount per supplier shall be done after issuance of Certificate of Completion and Certificate of Final Acceptance per supplier, if multiple suppliers are awarded, in accordance with the requirements under the IRR of RA9184</i></p>
4	<p>The inspections and tests that will be conducted are: <i>Physical inspection of items and evaluation of specifications with actual start up of delivered items.</i> <i>Supplier will provide manual of operations for the items delivered and warranty certificate with contact details of technical support personnel who will be available to address the technical concerns of the unit while in operation.</i></p>

Section VI. Schedule of Requirements

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

Item	Description				Delivered Weeks/ Months
	PR# Office	Item name	Qty	Unit	
1	4477 Cash	3in1 Printer-Copier-Scanner	1	unit	30 days
2	4227 Lib	Printer Inkjet	1	un	30 days
3	4187 COS Math	3 in 1 Continuous Ink Printer	6	pc	30 days
4	4376 OSA	Printer (Colored)	1	un	30 days
5	4357 BAC	Multi-function Printer	1	un	30 days
6	4499 Budget	Monochrome Printer	1	pc	30 days
7	4201 COS	Photocopier 3 in 1	2	un	30 days
8	4200 COS	Printer Deskjet	2	un	30 days
9	4651 COS GRND H2O.ph	All-In-One Desktop with multifunction printer	1	un	30 days
10	5048 COS DBES	Desktop computers w/ Accessories	2	unit	30 days
11	4130 SOM	Desktop	2	un	30 days
12	4651 COS GRND H2O.ph	Workstations	2	un	30 days
13	4458 CVSC	All-in-One Desktop	1	set	30 days
14	4455 CSS	All-in-one Desktop Computer	2	un	30 days
15	4420 GAD	DESKTOP COMPUTER	1	pc	30 days
16	4457 CSS	Laptops	7	un	30 days
17	4377 OVCA	LAPTOP	1	un	30 days
18	4498 Budget	Laptop	1	pc	30 days
19	4972 COS Black Soldier Fly	LAPTOP	2	unit	30 days
20	4551 OUR	Laptop	1	pc	30 days
21	4461 BAC	Laptop/ Notebook	1	un	30 days
22	4121 GAD	Laptop	1	un	30 days
23	4437 LIB	Notebook/ Laptop	10	un	30 days
24	4437 LIB	Notebook/ Laptop	10	un	30 days
25	5048 COS DBES	Laptop	3	unit	30 days
26	4446 OC	Laptops	6	un	30 days
27	4631 COS Math	2-IN-1 is a touch-optimized convertible laptop or tablet with physical keyboard	1	un	30 days
28	4376 OSA	ADF Scanner	1	un	30 days
29	4504 CSS	Flatbed Scanner	1	un	30 days
30	4330 OUR	Scanner	1	pc	30 days
31	4366 OC HRDO	Heavy Duty Copier with ADF Scanner	2	un	30 days
32	4379 OVCA	Heavy Duty DIGITAL COPIER	1	pc	30 days
33	4358 COS	AVR, 250v/500W	5	un	30 days
34	4361 COS	LCD Projector	3	un	30 days
35	4497 Budget	Heavy Duty Paper Shredder	1	pc	30 days
36	4358 COS	UPS	5	un	30 days
37	4933 SOM	Hard Drive	1	un	30 days
38	4623 OCEP	3 HDMI meters	2	pc	30 days
39	4623 OCEP	Over ear Headphones	4	un	30 days
40	4623 OCEP	Charger	1	un	30 days

41	4456 CSS	VIDEO-CAMERAS	2	un	30 days
42	4459 CSS	WIRELESS LAPEL MICROPHONES	6	un	30 days
43	4417 CSS PE	Projector	1	unit	30 days
44	5184 OCEP	Webcam full HD	1	unit	30 days

Section VII. Technical Specifications

Item	Specifications					Statement of Compliance
	PR# Office	Item name	Qty	Unit	Description	
1	4477 Cash	3in1 Printer-Copier-Scanner	1	unit	<p>3in1 Printer-Copier-Scanner</p> <p>Specifications:Functions: Print, Copy, Scan Multitasking Supported:Yes First page out black (A4, Ready) As fast as 8.8 sec Print Speed Black (ISO, A4)</p> <p>Normal: Up to 23 ppm First page out (ready) Black: As fast as 8.8 sec Duty cycle (monthly, A4) Up to 50,000 pages per month Recommended monthly page volume: 2,000 to 5,000 Print Technology: Laser Print Quality Black (Best) Optical: 600 x 600 dpi; Optical: 1200 x 1200 dpi Print Languages: PCL6 Display: 4-Line LCD Processor Speed; 600 MHz</p> <p>Replacement Cartridges: Laserjet Toner Cartridge (yield 7,400 ISO pages); High Yield Black Laserjet Toner Cartridge (yield 13,700 ISO pages); Original Laserjet Imaging Drum (yield 80,000 pages) Connectivity , Standard1 High-speed USB 2.0 Device Port</p>	
2	4227 Lib	Printer Inkjet	1	un	<p>Printer Inkjet, can print with special paper</p> <p>Specifications: Print speed black ISO Laser comparable: Up to 7 ppm Draft:Up to 20 ppm Print speed color: ISO Laser comparable: Up to 4ppm</p> <p>Draft Up to 16ppm Page Yield footnote Approximate yield. Actual yield depends on printer and specific use. Print quality black (best) Up to 600 x 600 rendered dpi Duty cycle (monthly, A4)</p> <p>Up to 1000 pages Print quality color (best) Up to 600 x 600 rendered dpi Display None Number of print cartridges 2 (1 black, 1 tri-color; cyan, magenta, yellow) Connectivity Mobile printing capability</p> <p>No Connectivity, standard 1 USB 2.0 Minimum system requirements Windows 8. 7: 1 (}Hz 32-bit (x86) or 64-bit (X64) processor. 2 GB available</p>	

					<p>hard disk CD-ROM/DVD drive or internet connection, USB port, Internet Explorer; \Windmvs Vista: 800 Mr 11 3?.-h.it (x86) or 64-bit (x64) processor. 2 GB available hard disk space, CD-ROM/DVD drive or Internet connection, USB port, Internet Explorer; Windows XP (SP3)*& or higher (32-bit only): any Intel@1 Pen.tium(ifl 11, Celeron@ or compatible processor. 233 MHz or higher, 750 MB available hard disk space, CD-ROM/DVf) drive or Internet connection, USB port, Internet Explorer 6 or higher.: :v lac OS X vl0.6.OS X Lion. OS X Mountain Lion: Intel® Core Processor: 1 GB ·HD: CDROM/DVD or Internet;</p> <p>USB Compatible operating systems Windows 8, Windows 7. Windows Vista, Windows XP fSP3 J* or higher (32-bit only) Mac OS X v10.6. Lion Mountain Lion Memory specifications Memory, standard Integrated Memory, maximum Integrated Paper handling Paper handling input, standard 60-sheet input tray Duplex printing None</p> <p>Envelope input capacity Up to 5 envelopes Borderless printing No Media sizes supported A4; B5; A5; A6; DL envelope Media types Paper (brochure, inkjet, plain), photo paper, envelopes, labels. cards (greeting) Power and operating requirements Power Input voltage 100 to 140 VAC (+/- 10%). 50/60 Hz (+/- 3 Hz). For China & India. Input ratings are 200 to 240VAC (+/- 10%). 50/60 Hz(+/- 3Hz). Power consumption 10 watts maximum. 10 watts (Active), 0.2 watts (Off), 1.6 \.\alls (Standh)), 0.8 watt (standby) Operating temperature range5 to 40°C Operating humidity range 5 to 90% RH (non-condensing) Dimensions and weight Minimum dimensions (W x D x H) 422.95 x 216.82 x 126.25 mm</p> <p>Package weight 2.00 kg Can print with special paper</p>	
3	4187 COS Math	3 in 1 Continuous Ink Printer	6	pc	<p>3 in 1 Continuous Ink Printer Specifications: Print, Copy, Scan Ink Type: Dye-Based (Colour); Pigment-based (Black) Media Sizes supported: A4; BS; AG; DL envelope, legal Media Types: Plain paper, Matte Brochure Papers, Glossy Brochure Papers, Photo Papers, Envelopes, Other specialty Inkjet Papers Scanner Type: Flatbed, ADF (optional) Scan File Format: JPEG, TIFF, PDF, BMP, PNG</p>	
4	4376 OSA	Printer (Colored)	1	un	<p>Printer (Colored) Specifications: Printer Type: Print, Scan, Copy, Fax with ADF Scan Function: Scanner Type:Flatbed colour image scannerSensor Type:CISO</p>	

					<p>ADF Specifications: Support Paper Thickness:64 - 95 g/m2Paper Capacity:30 pages (A4), 10 pages (Legal) Fax Function (Optional): (Transmission/ Receive), Automatic Redial, Address book, Broadcast Fax (Mono Only), Transmit Reservation, Polling Reception Paper Handling: Number of Paper Trays: 1 Paper Hold Capacity :Input Capacity: Up to 100 sheets-A4 / Letter Plain paper (80 g/m2), Output Capacity: 30 sheets A4 Plain Paper, 2 Mobile and Cloud Solutions: DriverOther Mobile Solutions:Apple AirPrint. Google Clood Print, Mopria Print Service Supported OS and Applications: Supported OS:Windows XP /Vista / 7 / 8 / 8.1 / 10 Windows Server 2003 / 2008 / 2012 / 2016 Only printing and scanning functions are supported for Windows Server OS Mac OS X 10.6.8 or later Noise Level: PC Printing/ Plain Paper Default:Sound Power (Black/ Colour) 6.5 B(A) / 6.3 B(A), Sound Pressure (Black/ Colour) 52 dB(A) / 50 dB(A) ,pc Printing/ Premium Glossy Photo Paper Best Photo:Sound Power (Black/ Colour) 5.2 B(A), Sound Pressure (Black/ Colour) 38 dB(A) / 39 dB(A) Dimensions and Weight: Dimensions (W x D x H):375 x 347 x 237 mmWeight:5.0 kg</p>	
5	4357 BAC	Multi-function Printer	1	un	<p>Multi-function Printer Specifications: Function: Copy, print, scan, optional fax Memory Standard: 2Gb Operational Panel: 7" color touch operation panel Standard Input Capacity: 600 sheets Maximum Input Capacity: 1,600 sheets Standard/Maximum Output Capacity: 250 Paper Input Configuration: 500 sheet paper input tray, duplex unit, 100 sheet bypass tray, 100 sheet ARDF Paper Output Configuration Standard: 250 sheet face-down output tray Maximum Paper Size: A3 Copy Speed: 27cpm Copy Resolution: 300x600 dpi (default), 600x600 dpi Print Speed: 27cpm Print Resolution: 600x600 dpi Scan Speed: 50ipm Scan Resolution: 100x100dpi,200x200 dpi (default), 300x300 dpi, 400x400 dpi, 600x600 dpi</p>	
6	4499 Budget	Monochrome Printer	1	pc	<p>Monochrome Printer Heavy Duty(will serve as back-up printer tor the 5 year old laserjet printer) Print Speed (Black): Up to 35 ppm (Letter) Print Resolution: Up to 1200 x 1200 dpi (Best), FastRes 1200 (Normal) Standard Connectivity: 1 Hi-Speed USB 2.0, 1 Ethernet 10/100/1 000T network Duty Cycle: Up to 50,000 pages Duplex Print Options: Automatic (standard) Mobile Printing Capability: ePrint</p>	

7	4201 COS	Photocopier 3 in 1	2	un	<p>Photocopier 3 in 1 Print, Copy, Scan, Wireless Specifications:</p> <p>Print speed: Black (normal, A4): Up to 20 ppm Print quality: Black (best): Up to 1,200 x 1,200 dpi; Black (normal): 600 x 600 dpi Print size: Paper (laser, plain, photo, rough, vellum), envelopes, labels, postcards - Max Custom 216 x 356 mm Scanner: A4; AS; AS(LEF); BS {JIS}; Oficio; Envelope (DL, CS) Mobile Printing: Apple AirPrint™; Google Cloud Print™; Mobile Apps; Mopria™ Certified; Wi-Fi Direct Printing" Display: 2-line LCD (16 characters per line) Copy speed: Black (normal, A4): Up to 20 cpm Connectivity: Hi-Speed USB 2.0 Paper Handling: 150-sheet input tray, 100-sheet output tray Duplex: Manual Processor Speed: 600 MHz Memory: 128 MB Duty Cycle: Up to 10,000 pages; Recommended monthly volume: 100 to 2,000pages</p>
8	4200 COS	Printer Deskjet	2	un	<p>Print speed: Black (ISO): Up to 10 ppm; Color (ISO): Up to 7 ppm; First page out black: As fast as 18 sec; First Page Out Color: As fast as 21 sec" 11- Print quality: Black (best): Up to 1200 x 1200 rendered dpi (when printing from a computer); Color (best): Up to 4800 x 1200 optimized dpi color (when printing from a computer on selected HP photo papers and 1200 input dpi) 11 - Print Size: A4; AS; BS; DL; CG; AG - Scanner: ADF: 8.5 x 11.7 in; Flatbed: 8.5 x 11.7 in - Copy speed: Black (ISO): Up to 8 cpm; Color {ISO): Up to 4 cpm 11- Connectivity: 1 Hi-Speed USB 2.0; 1 Wi-Fi 802.11ac (dual band) 11 - Paper Handling: 100-sheet input tray, 35-sheet automatic document feeder (ADF); 25-sheet output tray - Fax speed: up to 33.Gkpbs, 5 sec per page - Fax resolution: Black (standard): 203 x 98 dpi; Colour (standard): 200 x 200 dpi - Duplex: Automatic (Standard) - Mobile Printing: HP ePrint; Apple Airprint; Mopria-certified; Wireless Direct - Duty Cycle: Up to 1,250 pages; Recommended monthly volume: 100 to 400 pages - Warranty: One-year limited hardware warranty - Ink Type: Dye-based (colour); pigment-based (black) 11- Ink Used: Tri-colour Original Ink Black Original Ink</p>
9	4651 COS GRND H2O.ph	All-In-One Desktop with multifunction printer	1	un	<p>All-in-One Desktop Computer with MultiFunction Printer Specifications</p> <p>OS: Windows 10 Pro 64-bit Processor: atleast Intel Core i7 8th Gen Memory: 16Gb DDR4 Graphics:NVIDIA GeForce MX150 Storage: 1TB SATA HDD Display Size: 23.8" FHD IPS Bordertess Touch Screen Display/Panel Type: 23.8" FHD IPS Bordertess Touch Screen Accessories: Noise-cancelling Headset, 650VA UPS, Wireless Keyboard/Mouse</p>

					<p>Features: HDMI port, USB ports(USB2.0/3.1,TYPE-C), Bluetooth, WLAN, LAN port, audio port, , FHD webcam</p> <p>Warranty: at least 1 year warranty</p> <p>MFP Specifications: Print, Scan, and Copy functions</p> <p>using Thermal Inkjet, USB2.0, wireless, WiFi direct, 1 yr warranty</p>	
10	5048 COS DBES	Desktop computers w/ Accessories	2	unit	<p>COMPUTER LAPTOP</p> <p>Specifications</p> <p>OS: Windows 10 Pro 64-bit</p> <p>Processor: at least Intel Core i7 EVO 11th Gen 6-cores</p> <p>Memory: 16Gb DDR4</p> <p>Graphics: NVIDIA GeForce GTX 1050 Max-Q</p> <p>Storage: 1TB NVMe SSD</p> <p>Display Size: 15.6 inches</p> <p>Display/Panel Type: IPS LCD Screen Anti-Glare</p> <p>Accessories: Noise-cancelling Headset, Carrying case (backpack)</p> <p>Features: HDMI port, USB ports(inc. Type C with ThunderBolt, USB2.0/3.1,TYPE-C), Bluetooth, WLAN, LAN port, audio port, lithium-ion battery, Backlit keyboard, Fingerprint ID, webcam</p>	
11	4130 SOM	Desktop	2	un	<p>Desktop Computer</p> <p>Specifications</p> <p>OS: Windows 10 Pro 64-bit</p> <p>Processor: at least Intel Core i7 10th Gen</p> <p>Memory: 16GB DDR4</p> <p>Graphics: Dedicated 4GB GDDR5 RAM</p> <p>Monitor: 24" IPS Anti-Glare</p> <p>Storage: 512 SSD + 1TB SATA HDD</p> <p>Accessories: Noise-cancelling Headset, 650VA UPS, Wired Keyboard/Mouse, USB HD Webcam</p> <p>Features: HDMI ports, USB ports(USB2.0/3.1,TYPE-C), Bluetooth, WLAN, LAN port, audio port, memory card reader</p>	
12	4651 COS GRND H2O.ph	Workstations	2	un	<p>COMPUTER LAPTOP</p> <p>Specifications</p> <p>OS: Windows 10 Pro 64-bit</p> <p>Processor: atleast Intel Core i7 EVO 11th Gen 6-cores</p> <p>Memory: 16Gb DDR4</p> <p>Graphics: NVIDIA GeForce GTX 1050 Max-Q</p> <p>Storage: 1TB NVMe SSD</p> <p>Display Size: 15.6 inches</p> <p>Display/Panel Type: IPS LCD Screen Anti-Glare</p> <p>Accessories: Noise-cancelling Headset, Carrying case (backpack)</p> <p>Features: HDMI port, USB ports(inc. Type C with ThunderBolt, USB2.0/3.1,TYPE-C), Bluetooth, WLAN, LAN port, audio port, lithium-ion battery, Backlit keyboard, Fingerprint ID, webcam</p>	

13	4458 CVSC	All-in-One Desktop	1	set	All-in-One Desktop Computer Specifications OS: Windows 10 Pro 64-bit Processor: at least Intel Core i7 10th Gen Memory: 16GB DDR4 Graphics: NVIDIA GeForce GTX 1050Ti 4GB Storage: 512 SSD + 1TB SATA HDD Display Size: 23.8" FHD IPS Bordertess Screen Display/Panel Type: 23.8" FHD IPS Bordertess Screen Accessories: Noise-cancelling Headset, 650VA UPS, Wired Keyboard/Mouse Features: HDMI port, USB ports(USB2.0/3.1,TYPE- C), Bluetooth, WLAN, LAN port, audio port, , FHD webcam, memory card reader
14	4455 CSS	All-in-one Desktop Computer	2	un	All-in-One Desktop Computer Specifications OS: Windows 10 Pro 64-bit Processor: at least Intel Core i7 10th Gen Memory: 16GB DDR4 Graphics: NVIDIA GeForce GTX 1050Ti 4GB Storage: 512 SSD + 1TB SATA HDD Display Size: 31.5" FHD IPS Bordertess Screen Display/Panel Type: 23.8" FHD IPS Bordertess Screen Accessories: Noise-cancelling Headset, 650VA UPS, Wired Keyboard/Mouse Features: HDMI port(in & out), USB ports(USB2.0/3.1,TYPE-C), Bluetooth, WLAN, LAN port, audio port, , FHD webcam, memory card reader
15	4420 GAD	DESKTOP COMPUTER	1	pc	Desktop Computer Specifications OS: Windows 10 Pro 64-bit Processor: at least Intel Core i7 10th Gen Memory: 16GB DDR4 Graphics: Dedicated 4GB GDDR5 RAM Monitor: 24" IPS Anti-Glare Storage: 512 SSD + 1TB SATA HDD Accessories: Noise-cancelling Headset, 650VA UPS, Wired Keyboard/Mouse, USB HD Webcam Features: HDMI port(in & out), USB ports(USB2.0/3.1,TYPE-C), Bluetooth, WLAN, LAN port, audio port, memory card reader
16	4457 CSS	Laptops	7	un	COMPUTER LAPTOP Specifications OS: Windows 10 Pro 64-bit Processor: atleast Intel Core i7 10th Gen Memory: 16Gb DDR4 Graphics: Dedicated 2GB GDDRR5 RAM Storage: 512GB SSD + 1TB SATA HDD Display Size: atleast 15.6 inches Display/Panel Type: HD 1366 x 768 pixels, Truelife

					<p>LED-Backlit On-Cell Touch Display</p> <p>Accessories: Noise-cancelling Headset, Carrying case(backpack), USB Adapters(USB-C to HDMI, VGA, LAN), Wireless Mouse/Keyboard Combo</p> <p>Features: HDMI port, USB ports(USB2.0/3.1,TYPE-C), Bluetooth, WLAN, LAN port, audio port, lithium-ion battery</p>	
17	4377 OVCA	LAPTOP	1	un	<p>COMPUTER LAPTOP Specifications</p> <p>OS: Windows 10 Pro 64-bit Processor: atleast Intel Core i7 10th Gen Memory: 16Gb DDR4 Graphics: Dedicated 2GB GDDRR5 RAM Storage: 512GB SSD + 1TB SATA HDD Display Size: 15.6 inches Display/Panel Type: HD 1366 x 768 pixels, Truelife LED-Backlit On-Cell Touch Display</p> <p>Accessories: Noise-cancelling Headset, Carrying case Features: HDMI port, USB ports(USB2.0/3.1,TYPE-C), Bluetooth, WLAN, LAN port, audio port, lithium-ion battery</p>	
18	4498 Budget	Laptop	1	pc	<p>COMPUTER LAPTOP Specifications</p> <p>OS: Windows 10 Pro 64-bit Processor: at least Intel Core i5 Memory: 16Gb DDR4 Graphics: onboard Intel UHD graphics Storage: 256GB SSD + 1TB SATA HDD Display Size: 15.6 inches Display/Panel Type: IPS Full HD 144 Hz (1920x1080)</p> <p>Accessories: Noise-cancelling Headset, Carrying case Features: HDMI port, USB ports(USB2.0/3.1,TYPE-C), Bluetooth, WLAN(WIFI-6) , LAN port, audio port, lithium-ion battery Warranty: at least 2 years warranty</p>	
19	4972 COS Black Soldier Fly	LAPTOP	2	unit	<p>COMPUTER LAPTOP Specifications</p> <p>OS: Windows 10 Pro 64-bit Processor: at least Ryzen 5 4600H 3.6GHz Memory: 16Gb DDR4 Graphics: GTX 1660 Ti Storage: 256GB SSD + 1TB SATA HDD Display Size: 15.6 inches Display/Panel Type: IPS Full HD 144 Hz (1920x1080)</p> <p>Accessories: Noise-cancelling Headset, Carrying case Features: HMDI port, USB ports(USB2.0/3.1,TYPE-</p>	

					C), Bluetooth, WLAN(WIFI-6) , LAN port, audio port, lithium-ion battery Warranty: at least 2 years warranty	
20	4551 OUR	Laptop	1	pc	COMPUTER LAPTOP Specifications OS: Windows 10 Pro 64-bit Processor: at least Intel Core i7 10th Gen Memory: 16Gb DDR4 Graphics: INTEL UHD Graphics Storage: 512GB SSD Display Size: 15.6 inches Display/Panel Type: HD 1366 x 768 pixels, Truelife LED-Backlit On-Cell Touch Display Accessories: Noise-cancelling Headset, Carrying case Features: HDMI port, USB ports(USB2.0/3.1,TYPE-C), Bluetooth, WLAN, LAN port, audio port, lithium-ion battery Warranty: at least 1 year warranty	
21	4461 BAC	Laptop/ Notebook	1	un	COMPUTER LAPTOP Specifications OS: Windows 10 Pro 64-bit Processor: at least Intel Core i7 10th Gen Memory: 16Gb DDR4 Graphics: Dedicated 2GB GDDRR5 RAM Storage: 512GB SSD + 1TB SATA HDD Display Size: 15.6 inches Display/Panel Type: HD 1366 x 768 pixels, Truelife LED-Backlit On-Cell Touch Display Accessories: Noise-cancelling Headset, Carrying case Features: HMD portl, USB ports(USB2.0/3.1,TYPE-C), Bluetooth, WLAN, LAN port, audio port, lithium-ion battery Warranty: at least 1 year warranty	
22	4121 GAD	Laptop	1	un	Desktop Computer Specifications OS: Windows 10 Pro 64-bit Processor: at least Intel Core i7 10th Gen Memory: 16GB DDR4 Graphics: Dedicated 4GB GDDR5 RAM Monitor: 24" IPS Anti-Glare Storage: 512 SSD + 1TB SATA HDD Accessories: Noise-cancelling Headset, 650VA UPS, Wired Keyboard/Mouse, USB HD Webcam Features: HDMI port, USB ports(USB2.0/3.1,TYPE-C), Bluetooth, WLAN, LAN port, audio port, memory card reader	

23	4437 LIB	Notebook/ Laptop	10	un	<p>COMPUTER LAPTOP</p> <p>Specifications</p> <p>OS: Windows 10 Pro 64-bit</p> <p>Processor: at least Intel Core i7 10th Gen</p> <p>Memory: 16Gb DDR4</p> <p>Graphics: Dedicated 2GB GDDRR5 RAM</p> <p>Storage: 512GB SSD + 1TB SATA HDD</p> <p>Display Size: 15.6 inches</p> <p>Display/Panel Type: HD 1366 x 768 pixels, Truelife LED-Backlit On-Cell Touch Display</p> <p>Accessories: Noise-cancelling Headset, Carrying case</p> <p>Features: HDMI port, USB ports(USB2.0/3.1,TYPE-C), Bluetooth, WLAN, LAN port, audio port, lithium-ion battery</p>
24	4437 LIB	Notebook/ Laptop	10	un	<p>COMPUTER LAPTOP</p> <p>Specifications</p> <p>OS: Windows 10 Pro 64-bit</p> <p>Processor: at least Intel Core i7 10th Gen</p> <p>Memory: 16Gb DDR4</p> <p>Graphics: Dedicated 2GB GDDRR5 RAM</p> <p>Storage: 512GB SSD + 1TB SATA HDD</p> <p>Display Size: 15.6 inches</p> <p>Display/Panel Type: HD 1366 x 768 pixels, Truelife LED-Backlit On-Cell Touch Display</p> <p>Accessories: Noise-cancelling Headset, Carrying case</p> <p>Features: HDMI port, USB ports(USB2.0/3.1,TYPE-C), Bluetooth, WLAN, LAN port, audio port, lithium-ion battery</p>
25	5048 COS DBES	Laptop	3	unit	<p>COMPUTER LAPTOP</p> <p>Specifications</p> <p>OS: Latest MacOS</p> <p>Processor: at least 8-core CPU with 4 performance cores and 4 efficiency cores</p> <p>Memory: 8GB Unified Memory</p> <p>Graphics: 8-core GPU</p> <p>Storage: 512GB SSD</p> <p>Display Size: 13.3 inches</p> <p>Display/Panel Type: Retina display 2560 x 1600pixels</p> <p>Accessories: USB-C Charging Cable, 61W USB-C Power Adapter, Noise-cancelling Headset</p> <p>Features: HMDI port, USB ports(USB2.0/3.1,TYPE-C), Bluetooth, WLAN, LAN port(if available), audio port, lithium-ion battery</p>
26	4446 OC	Laptops	6	un	<p>COMPUTER LAPTOP</p> <p>Specifications</p> <p>OS: Windows 10 Pro 64-bit</p> <p>Processor: at least Intel Core i7 EVO 11th Gen 6-cores</p> <p>Memory: 16Gb DDR4</p> <p>Graphics: Dedicated 6GB GDDRR6 RAM</p> <p>Storage: 1TB NVMe SSD</p> <p>Display Size: 15.6 inches</p>

					<p>Display/Panel Type: WQXGA (2560 x 1600) IPS LCD Screen Anti-Glare</p> <p>Accessories: Noise-cancelling Headset, Carrying case (backpack)</p> <p>Features: HDMI port, USB ports(inc. Type C with ThunderBolt, USB2.0/3.1,TYPE-C), Bluetooth, WLAN(WiFi-6), LAN port, audio port, lithium-ion battery, colour White, Magnesium Alloy, Backlit keyboard, Fingerprint ID, webcam</p>	
27	4631 COS Math	2-IN-1 is a touch-optimized convertible laptop or tablet with physical keyboard	1	un	<p>2-in-1 Convertible Laptop</p> <p>Specifications:</p> <p>OS: Chrome OS</p> <p>Processor: Mediatek MT8173C</p> <p>Graphics: PowerVR GX6250</p> <p>Memory: 4GB LPDDR3</p> <p>Storage: 64GB eMMC</p> <p>Display size: 11.6 inches HD (1366x768) IPS</p> <p>Features: 10-point Multi-touch, 720p Camera, WLAN, Bluetooth, Mono Microphone</p> <p>Accessories: Power Adapter, Non-Backlit Keyboard</p>	
28	4376 OSA	ADF Scanner	1	un	<p>ADF Scanner Specifications: Scanner Type: Flatbed color document scanner Optical Resolution: - Flatbed: 1200 dpi ADF 600 dpi Hardware Resolution: - Flatbed: 1200 x 1200 dpi ADF: 600 dpi</p> <p>Color Bit Depth: RGB x 30-bit internal / external Grayscale Bit Depth: 8-bit per pixel internal / external Optical Sensor: Contact Image Sensor (CIS) Maximum Scan Area: - Flatbed: 8.5" x 11.7" ADF: 8.5" x 14" Light Source: 3-color LED technology Scanning Speed: 25 ppm simplex, 10 ipm duplex (300 dpi, Black-and-White, Grayscale, Color)</p> <p>Automatic Document Feeder: Capacity: 50 sheets Document Sizes: - Max.: 8.5" x 11. 7" duplex/simplex, 8.5" x 14" simplex Min.:3.5" x 6.7" duplex, 3.5" x 5" simplex Daily Duty Cycle: 1,500 sheets Paper Weight: 50 to 120 g/m2 Dimensions: 12.5" X 17. 7" X 4.8" (W X O X H) Weight:9 lb</p> <p>Scan Features: Buttons: 3 buttons: Power, Scan, Stop</p> <p>Connectivity: Minimum System Requirements: - Windows® 10, Windows 8/8.1, Windows 7 - Mac ose X 10.6.8 - 10.11.x Software requires Internet connection for download and installation.</p> <p>Standard Connectivity: SuperSpeed USB 3.0, optional Network Interface Unit (RJ-45, 1 0BaseT/1 00BaseTX) Scanner Details: Included Software: - Scan Document Capture Software Power: Rated Voltage: AC 100 - 120V Power Consumption: - Operating mode: 11 W- Ready mode: 5.8 W Sleep mode: 0.8 W Off:0.15W</p>	

29	4504 CSS	Flatbed Scanner	1	un	Flatbed Scanner Specifications: Scanner type: Flatbed with transparent materials adapter (TMA) Size : 455 x 304 x 70 mm (17.91 x 11.97 X 2.76 inches) Weight: 2.892 kg (6.37 lbs.) Scanning element: Charged-coupled device Interface: USB 2.0 Hi-Speed Hardware resolution: 4800 x 9600 dpi, 48 bit Selectable resolution: 12 dpi to 999,999 enhanced dpi at 100 percent scaling Standard Warranty
30	4330 OUR	Scanner	1	pc	Scanner Specifications: Scanner type: Flatbed and ADF Scanner or its equivalent Scanning Resolution > 1,200 dpi x 1,200 dpi (Horizontal x Vertical) ADF Minimum Document Size 89 mm x 127 mm (Horizontal x Vertical) ADF Maximum Document Size 210 mm x 3,048 mm (Horizontal x Vertical) Paper Formats: A4, A5, A6, A6. 85, Letter, Letter Legal ADF Paper Setting Capacity > 50 Sheets Features: RGB colour dropout/ enhance. Advanced Colour Dropout / Enhance, Skip blank page, Punch holes removal, Advanced editing, Automatic de-skew, ROB colour enhance, Auto-rotation, Text enhancement, Edge enhancement, Unsharp Mask (USM), Descreening, Barcode Recognition, Zonal OCR A & B support, Full Zonal OCR Output formats: BMP, JPEG, TIFF, multi-TIFF, PDF, PDF / batch, searchable PDF, secure PDF, PDF/A File compression features Hardware JPEG compression, TIFF Compression (JPEG(7) , CCIIT 04, LZW), PDF Compression, JPEG compression Reliability Daily Duty Cycle: > 1,500 pages Duplex Scan: Yes Interfaces USB 3.0 Network Interface Panel /Unit: Optional Ethernet settings: 10BASE-T / 100BASE-TX / 1000BASE-T Full-duplex / Half-duplex Panel type: 5-line LCD with Push Scan features Protocol support: TCP/IP. DHCP. DNS, SNMP. SLP. HTTP IPv6 support: Yes Product dimensions 451 x 315 x 120 mm (Width x Depth x Height) Drivers: TWAIN, ISIS Compatible Operating Systems: Mac OS 10.7.x, Mac OS 10.8.x, Mac OS 10.9.x, Mac OS X, Mac OS X 10.6.8, Windows 10, Windows 7, Windows 7 x64, Windows 8, Windows 8 (32/64 bit), Windows 8.1, Windows 8.1 x64 Edition, Windows Vista, Windows Vista x64
31	4366 OC HRDO	Heavy Duty Copier with ADF Scanner	2	un	Heavy Duty Copier with Scanner, tray/cart for A3 paper (ultra compact design) Specs. Print & Copy Speed, 75 (A4), 37 PPM (A3) warm up time Approx. 15 seconds from low power mode Paper Size & weight: Cassettes: A5R-320 x 460mm, 60 - 256 g/m ² , Tandem LCF: A4, 60-256 g/m ² Bypass: 100x 148mm-330 x 483mm, 60-300 g/m ²

32	4379 OVCA	Heavy Duty DIGITAL COPIER	1	pc	<p>Heavy Duty DIGITAL COPIER with Network Printing, Color Scanning and Network Fax Specifications:</p> <p>Type: Heavy Duty Digital Copier with Network Printing, Color Scanning and Network Fax Copy and Print speed of 40 copies per minute, A4 Scan speed of 40 images per minute on monochrome, 23 images per minute on color, at 300dpi, A4 Zoom range of 25 to 400% Copy/Print/Scan Resolution of 600 X 600 dpi, Fast 1200 dpi and Fine 1200 dpi Warm-up time 17 seconds or less Original Size and Copy Size is from A6 up to Legal Standard Memory Capacity is 512MB and upgradeable to a maximum of 1536MB memory Maximum Duty Cycle of 50,000 pages per month</p> <ul style="list-style-type: none"> • Input paper capacity of 250-sheets universal paper cassette and 100-sheets multi-purpose tray Upgradeable input capacity with maximum of two-optional Paper Feeder with a capacity of 250 sheets each Output capacity of 150 sheets face-down with paper full detection Maintenance Kit is up to 100,000 copies Toner capacity is up to 12,000 comes at 5% density A4 size Built in Duplex Unit Built in Document Processor with i) capacity of 50 sheets Standard Scan Once Print Many and Electronic Sort Function Integrated Management Codes up to a maximum of 100 codes Printer Processor Cortex-A9, 800 MHz Compatible with Windows, Macintosh, Linux, Unix Built in Gigabit Network, USB 2.0, USB Host Connection and slot for optional SD/SDHC card PCL6, KPDL3(Post Script 3 compatible), PDF Direct Print, XPS Direct Print and Open XPS emulations Auto Emulation Sensing with warranty 	
33	4358 COS	AVR, 250v/500W	5	un	<p>AVR, 250v/500W Specifications: Max power: 500W Max capacity 50:VA Socket:3 220V Compact powder coated metal case Standard Computer AVR</p>	
34	4361 COS	LCD Projector	3	un	<p>LCD Projector Specifications: Projection Technology: RGB liquid crystal shutter projection system</p> <p>Brightness*2: White Light Output (Normal/Eco): 3,600lm / 2,235lm and Colour Light Output: 3,600lm</p> <p>USB Interface: USB Type A: 1 (for USB Memory, USB Document Camera, for Wireless LAN Unit, Firmware Update) and USB Type B: 1 (for USB Display, Mouse, K/B, Control, Firmware Update) Analog Input: D-Sub ISpin: 1 (Blue molding) Composite: RCA x 1 (Yellow) Digital Input: HDMI: 1 (MHL not supported) Audio Input: 2 RCA (White/ Red): 1 Contrast Ratio: 15,000:1 Screen Size (Projected Distance): Standard Size: 60" screen 1.8 - 2.17 m, Zoom : Wide: 30" - 300" [0.89 -9.12 m], Zoom : Tele: 30" - 300" [1.07 -</p>	

					<p>10.95 m] Sound Output: 2W Mono Power Supply Voltage: 100 - 240 V AC ±10%, 50/60 Hz Wireless LAN Security: Quick Mode: WPA2-PSK , Advanced Mode: WPA/WPA2-PSK LCD Size: 0.55" {DIO} Native Resolution: XGA Lamp: Type: 210W UHE Life {Normal/ Eco}*I: 6,000 hours/ 10,000 hours Create the big screen experience: From box sets to business presentations, capture everyone's attention Affordable, high-tech equipment: Enjoy this XGA projector Long-lasting solution: Watch a film every day for 15 years Portable and quick to set up: Transport with a carry case and keystone slider for easy alignment Dimensions: 302 x 77 x 234 mm Includes: 1 x Epson EB-X41, 1 x Carrying Case, 1 x VGA cable, 1 x Power cable, 1 x Quick Start Guide, 1 x Remote control incl. batteries, 1 x User manual, {CD}, 1 x Warranty card Warranty: 1 Year</p>	
35	4497 Budget	Heavy Duty Paper Shredder	1	pc	Heavy Duty Paper Shredder; Shreds continuously for 60 minutes	
36	4358 COS	UPS	5	un	UPS,APC 1100VA BX 1100 LI-MS,max configurable power 550 watts/1.1 Kva,output frequency 50/60 Hz	
37	4933 SOM	Hard Drive	1	un	Hard Drive, 1TB SATA, external, 2.5HDD	
38	4623 OCEP	3 HDMI meters	2	pc	3 HDMI meters to (min HDMI length)cable HDMI 4K(3840.212.0,Support 60)@30Hz , 10.2Gbps Transfer Compatible Rates for of PC, At Laptop, Least 10.2 Projectors Gbps/ 340 Full MHz1080p HD Resolution Compatibility	
39	4623 OCEP	Over ear Headphones	4	un	Over ear bluetooth V4.2 Headphones , compatible with all bluetooth devices, range of at least 10m, battery life min of 27 hours, charging time less than 2 hours, built in mic noise cancelling, multi point connections detachable audio cable, charging cable, wireless bluetooth streaming lightweight and foldable design, hands free calls and voice assistants, remote control on ear cups	
40	4623 OCEP	Charger	1	un	Original Dell Laptop Inspiron Charger 5000	
41	4456 CSS	VIDEO-CAMERAS	2	un	<p>VIDEO-CAMERAS High Definition for the HPD Lab with stands Specifications: 4K Ultra HD Video at 24/30 fps 20x Leica Dicomar Optical Zoom Lens Tilting 0.24" EVF/3.0" Touchscreen LCD In-Camera 4K cropping and editing Capture stills from 4K Video frames ½.3" BSI MOS Sensor Twin Camera and Wireless Multi Camera 5-Axis HYBRID OIS+ and Level Short Built-in Cinema-like effects HOR Movie Mode With stands With free bag for the camera With warranty</p>	

42	4459 CSS	WIRELESS LAPEL MICROPHONES	6	un	WIRELESS LAPEL MICROPHONES with High Definition Audio Quality for role playing for the HPD Lab Specifications: RF Modulation: GFSK Frequency Band: 2.4 GHz (2405-2478 MHz) Frequency Response: 35Hz-14KHz+/-3dB Signal-to-Noise Ratio: 76dB or more RF output level: 5 mW Reception sensitivity: -85dB +/- 3dB / 0dB=1V/Pa, 1kHz Audio input/output: 3.5mm Operation Range: 50 Meters (164 ft) Power requirements: Transmitter and powered by two AAA batteries Battery life: 3.5 to 4 hours of runtime Transmitter Dimensions: 2.36 x 3.3 x 1.1 : 4.37 oz. Receiver Dimensions: 2.36 x 3.3 x 1.61"; 4.89 oz.	
43	4417 CSS PE	Projector	1	unit	Projector Tech Specs: Brightness of 3500 Lumens XGA (1024 x 768) Native Resolution 1.48 to 1.77:1 Throw Ratio RCA Composite, 2x VGA, 2x HDMI Inputs VGA Output for Loop-Through Analog Audio Input and Output Built-In 16-Watt Speaker Ethernet and RS-232 Controllable VGA Cable and IR Remote Included	
44	5184 OCEP	Webcam full HD	1	unit	Max. Res 1080P/ 30 FPS-720P/ 60 FPS Camera megapixel : 3 Focus type: Autofocus Lens type: Glass Built -in mic: stereo Mic range : up to 1m	
Inspection and testing will be conducted for all the delivered items. Warranty minimum of 1 year unless specified, all OS must be upgradable to Windows 11 pro, all devices must be compatible with windows. All desktops must come with UPS and all laptops must come with carrying case.						

Section VIII. 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, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **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

- (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**

- (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

- (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)

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

25 FINANCIAL COMPONENT ENVELOPE

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

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]

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]

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/manufacturer/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]

