



Republic of the Philippines
ROMBLON STATE UNIVERSITY

Odiongan, Romblon
Tel No. (042) 567-6281
Email: romblonstateu@gmail.com
URL: rsu.edu.ph

PROCUREMENT OF ICT EQUIPMENT FOR THE DIFFERENT UNITS AND COLLEGES OF ROMBLON STATE UNIVERSITY

Solicitation No: RSU-2022-07-064

Source of Fund: 164

Total QTY: 449

Total ABC: PhP3,921,533.00

Pre –Bid Conference	:	08 August 2022 (01:00 PM)
Submission of Bid Docs	:	On or Before 22 August 2022 (04:00 PM)
Opening of Bid Docs	:	22 August 2022 (04:00 AM)
Venue	:	BAC Office, Community Outreach Center, Romblon State University, Liwanag, Odiongan, Romblon

Preface

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

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

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

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

- a. All the documents listed in the Table of Contents are normally required for the procurement of Goods. However, they should be adapted as necessary to the circumstances of the particular Procurement Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or note in italics included in the Invitation to Bid, Bid Data Sheet, General Conditions of Contract, Special Conditions of Contract, Schedule of Requirements, and Specifications are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.
- d. The cover should be modified as required to identify the Bidding Documents as to the Procurement Project, Project Identification Number, and Procuring Entity, in addition to the date of issue.
- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms

shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.

- f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.



Republic of the Philippines
ROMBLON STATE UNIVERSITY

Odiongan, Romblon
Tel No. (042) 567-6281
Email: romblonstateu@gmail.com
URL: rsu.edu.ph

BIDS AND AWARDS COMMITTEE

Table of Contents

Glossary of Acronyms, Terms, and Abbreviations	4
Section I. Invitation to Bid.....	7
Section II. Instructions to Bidders.....	10
1. Scope of Bid	11
2. Funding Information.....	11
3. Bidding Requirements	11
4. Corrupt, Fraudulent, Collusive, and Coercive Practices.....	11
5. Eligible Bidders.....	11
6. Origin of Goods	12
7. Subcontracts	12
8. Pre-Bid Conference	13
9. Clarification and Amendment of Bidding Documents	13
10. Documents comprising the Bid: Eligibility and Technical Components	13
11. Documents comprising the Bid: Financial Component	13
12. Bid Prices	14
13. Bid and Payment Currencies	14
14. Bid Security	14
15. Sealing and Marking of Bids	14
16. Deadline for Submission of Bids	15
17. Opening and Preliminary Examination of Bids	15
18. Domestic Preference	15
19. Detailed Evaluation and Comparison of Bids	15
20. Post-Qualification	16
21. Signing of the Contract	16
Section III. Bid Data Sheet	17
Section IV. General Conditions of Contract	19
1. Scope of Contract	20
2. Advance Payment and Terms of Payment	20
3. Performance Security	20
4. Inspection and Tests	20
5. Warranty	20
6. Liability of the Supplier	21
Section V. Special Conditions of Contract	22
Section VI. Schedule of Requirements	26
Section VII. Technical Specifications	27
Section VIII. Checklist of Technical and Financial Documents	35



BIDS AND AWARDS COMMITTEE

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.

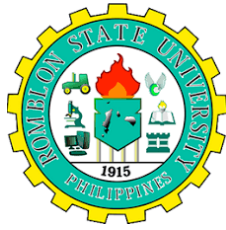
Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting 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.”



Republic of the Philippines
ROMBLON STATE UNIVERSITY

Odiongan, Romblon
Tel No. (042) 567-6281
Email: romblonstateu@gmail.com
URL: rsu.edu.ph

BIDS AND AWARDS COMMITTEE

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])

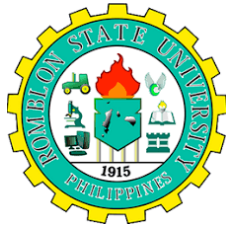
GOP – Government of the Philippines.

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])

Procurement of ICT Equipment for the Different Units and Colleges of Romblon State University (ABC: PhP3,921,533.00, QTY: 449)



Republic of the Philippines
ROMBLON STATE UNIVERSITY

Odiongan, Romblon
Tel No. (042) 567-6281
Email: romblonstateu@gmail.com
URL: rsu.edu.ph

BIDS AND AWARDS COMMITTEE

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.



Republic of the Philippines
ROMBLON STATE UNIVERSITY

Odiongan, Romblon
Tel No. (042) 567-6281
Email: romblonstateu@gmail.com
URL: rsu.edu.ph

BIDS AND AWARDS COMMITTEE

Section I. Invitation to Bid

Notes on the Invitation to Bid

The Invitation to Bid (IB) provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The IB shall be posted in accordance with Section 21.2 of the 2016 revised IRR of RA No. 9184.

Apart from the essential items listed in the Bidding Documents, the IB should also indicate the following:

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria (e.g., the application of a margin of preference in bid evaluation).

The IB should be incorporated in the Bidding Documents. The information contained in the IB must conform to the Bidding Documents and in particular to the relevant information in the Bid Data Sheet.

Invitation to Bid for the Procurement of ICT Equipment for the Different Units and Colleges of Romblon State University

1. The **ROMBLON STATE UNIVERSITY**, through the **General Appropriations Act and/or continuing appropriations** intends to apply the sum of **Three Million, Nine Hundred Twenty-One Thousand, Five Hundred Thirty-Three Pesos (PhP3,921,533.00)** being the ABC to payments under the contract for **RSU-2022-07-060**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **ROMBLON STATE UNIVERSITY** now invites bids for the **Procurement of ICT Equipment for the Different Units and Colleges of Romblon State University (ABC: PhP3,921,533.00, QTY: 449)**. Bidders should have completed a contract similar to the Project **within five years (5) (2018, 2019, 2020, 2021, 2022)**. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary *“pass/fail”* criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
 - a. Bidding is 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 **ROMBLON STATE UNIVERSITY** and inspect the Bidding Documents at the address given below during Office Hours, **8:00 A.M. to 5:00 P.M.** Monday to Friday, except holidays.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **22 August 2022** from the given address and website(s) below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos Only (PhP5,000.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person, by facsimile, or through electronic means*.
6. The **ROMBLON STATE UNIVERSITY** will hold a Pre-Bid Conference on **08 August 2022, 01:00 PM** at the **RSU-Main Campus, Odiongan, Romblon** and/or through video conferencing or webcasting via **Zoom**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, and online or electronic submission as indicated below, on or before **22 August 2022, 04:00 PM**. 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 **22 August 2022, 04:00 PM** at the **BAC Office, Community Outreach Center, Romblon State University, Odiongan, Romblon** and/or via **Zoom**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

10. The **ROMBLON STATE UNIVERSITY** 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:

(SDG) Ms. VEE F. FRANCISCO

Head, BAC Secretariat

Romblon State University, Odiongan, Romblon 5505

Email Address: bacrsu2016@gmail.com

Telephone Number: 042-567-5952

Website: www.rsu.edu.ph

12. You may visit the following websites:

For downloading of Bidding Documents:

www.rsu.edu.ph

<https://notices.philgeps.gov.ph/>

01 August 2022

(SDG)ATTY. GLENN NIÑO M. SARTILLO
BAC Chairperson

Section II. Instructions to Bidders

Notes on the Instructions to Bidders

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

1. Scope of Bid

The Procuring Entity, **ROMBLON STATE UNIVERSITY** wishes to receive Bids for the **Procurement of ICT Equipment for the Different Units and Colleges of Romblon State University (ABC: PhP3,921,533.00, QTY: 449)** with identification number **RSU-2022-07-064**.

[Note: The Project Identification Number is assigned by the Procuring Entity based on its own coding scheme and is not the same as the PhilGEPS reference number, which is generated after the posting of the bid opportunity on the PhilGEPS website.]

2. Funding Information

- 2.1. The GOP through the source of funding as indicated below for 2022 in the amount of **Three Million, Nine Hundred Twenty-One Thousand, Five Hundred Thirty-Three Pesos**.
- 2.2. The source of funding is 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.
 - a. Foreign ownership exceeding those allowed under the rules may participate pursuant to:
 - i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;

- ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
 - iii. When the Goods sought to be procured are not available from local suppliers; or
 - iv. When there is a need to prevent situations that defeat competition or restrain trade.
 - b. Foreign ownership limited to those allowed under the rules may participate in this Project.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:
- a. For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
 - b. For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.
 - c. For procurement where the Procuring Entity has determined, after the conduct of market research, that imposition of either (a) or (b) will likely result to failure of bidding or monopoly that will defeat the purpose of public bidding: the Bidder should comply with the following requirements: [*Select either failure or monopoly of bidding based on market research conducted*]
 - i. Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least *fifty percent (50%) in the case of non-expendable supplies and services or twenty-five percent (25%) in the case of expendable supplies*] of the ABC for this Project; and
 - ii. The largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

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

7. Subcontracts

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

The Procuring Entity has prescribed that:

- a. Subcontracting is 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 **BAC Office, Community Outreach Center, Romblon State University, Odiongan, Romblon** and/or through **Zoom conference** 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 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 the **BDS**.
- b. For Goods offered from abroad:
 - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in the **BDS**.

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 **20 December 2022 or 120 calendar days**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit 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 Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case 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 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

Notes on the Bid Data Sheet

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

- a. Information that specifies and complements provisions of the ITB must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.

Bid Data Sheet

ITB Clause	
1.1	<p>The Procuring Entity is Romblon State University. The name of the contract is the Procurement of ICT Equipment for the Different Units and Colleges of Romblon State University (ABC: PhP3,921,533.00, QTY: 449)</p> <p>a. The Identification Number of the Contract is RSU-2022-07-064.</p>
7.1	Subcontracting is not allowed.
12	The price of the Goods shall be quoted DDP [<i>state place of destination</i>] 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> <p>(ABC PhP3,921,533.00):</p> <p>a. The amount of not less than PhP78,430.60 (2% of ABC), if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</p> <p>b. The amount of not less than PhP196,076.65 (5% of ABC] if bid security is in Surety Bond.</p>
19.3	No further Instructions.
20.2	No further Instructions.
21.2	No further Instructions.

Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Supplier, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special Conditions of Contract.

1. Scope of Contract

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

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

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

2. Advance Payment and Terms of Payment

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

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. Performance Security

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

4. Inspection and Tests

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

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

5. Warranty

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

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

6. Liability of the Supplier

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

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

Section V. Special Conditions of Contract

Notes on the Special Conditions of Contract

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Goods purchased. In preparing this Section, the following aspects should be checked:

- a. Information that complements provisions of the GCC must be incorporated.
- b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

Special Conditions of Contract

GCC Clause	
	<p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p><i>[For Goods supplied from abroad, state:]</i> “The delivery terms applicable to the Contract are DDP delivered [<i>indicate place of destination</i>]. In accordance with INCOTERMS.”</p> <p><i>[For Goods supplied from within the Philippines, state:]</i> “The delivery terms applicable to this Contract are delivered at Romblon State University, Main Campus. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is Atty. Glenn Niño M. Sartillo.</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <ol style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
	<ol style="list-style-type: none"> e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods. <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p> <p>Spare Parts –</p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p>

1. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and
2. in the event of termination of production of the spare parts:
 - i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and
 - ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.

The spare parts and other components required are listed in **Section VI (Schedule of Requirements)** and the costs thereof are included in the contract price.

The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of [*indicate here the time period specified. If not used indicate a time period of three times the warranty period*].

Spare parts or components shall be supplied as promptly as possible, but in any case, within [*insert appropriate time period*] months of placing the order.

Packaging –

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.

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.

The outer packaging must be clearly marked on at least four (4) sides as follows:

- 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>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 Supplier’s risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	<p><i>[If partial payment is allowed, state]</i> “The terms of payment shall be as follows: _____.”</p>
4	<p>The inspections and tests that will be conducted are: <i>[Indicate the applicable inspections and tests]</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 Number	Description	Quantity	Total	Delivered, Weeks/Months

Section VII. Technical Specifications

Notes for Preparing the Technical Specifications

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying their Bids. In the context of Competitive Bidding, the specifications (*e.g.* production/delivery schedule, manpower requirements, and after-sales service/parts, descriptions of the lots or items) must be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of transparency, equity, efficiency, fairness, and economy in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation and post-qualification facilitated. The specifications should require that all items, materials and accessories to be included or incorporated in the goods be new, unused, and of the most recent or current models, and that they include or incorporate all recent improvements in design and materials unless otherwise provided in the Contract.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized Philippine and international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest edition or revision of the relevant standards and codes shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words “*or at least equivalent.*” References to brand names cannot be used when the funding source is the GOP.

Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

TECHNICAL SPECIFICATIONS
Solicitation No. RSU-2022-07-064
ABC: PhP3,921,533.00
QTY: 449

Procurement of ICT Equipment for the Different Units and Colleges of Romblon State University

ITEM NO.	UNIT	ITEM DESCRIPTION	STATEMENT OF COMPLIANCE
1	set	Desktop Computer, Model: 3671 Intel Core i5-9400/8GB/1TB/2GB/GeForce 1030 Windows 10 w/23-inch Monitor, Tech Specs: Processor: 8th Generation Intel Core i5-6400 processor 2.8 GHz (6M cache, up to 4.0 GHz, memory 8Gb Single Channel DDR3L 1600MHZ (8GBX1), Hard Drive: 1TB 7200 rpm SATA 6Gb/s Hard Drive Graphics: NVIDIA GeForce 1030 2GB GDDR%, Optical Drive: Tray Load DVD Drive (Reads and Writes to DVD/CD) Keyboard: KB216 Wired Keyboard Black Display 23- INCH 62319H-Display Mouse: Optical Mouse MS116-Black Software: Pre-installed McAfree Security Center 15 Month Subscription, Operating System Windows 10 Home (64 bit) Single Language English, Warranty: 1yr Pro Support NBD onsite ServicePh Ports &Slots; 1 Power Button,2.5-in-2 Multi Card Reader, 3.Audio Combo Jack, 4(2) USB 3.0 ports, 5, Optical Drive, 6 Air vent, 7 Line in/out &mic 8 VGA 9,HDMI, 10 (4) USB 2.0 ports, 11 Ethernet	
2	unit	Laptop, Model: XPS 13 9300 Processor: 10th Generation Intel® Core™ i7-1065G7 Processor (8MB Cache, up to 3.9 GHz) Operating System: Microsoft Windows® 10 Pro 64-bit Video Card: Intel® Iris Plus Graphics with shared graphics memory Display: 13.4-inch FHD+ (1920 x 1200) Infinity Edge display, 500-nit, 100% sRGB color gamut, 1800:1 contrast ratio, anti-glare Memory: 16GB LPDDR4x Dual Channel SDRAM at 3733MHz Hard Drive: 512GB M.2 PCIe NVMe Solid State Drive Ports: 1 microSD card reader v4.01 3.5mm Headphone/Microphone Combo Jack 1 Type-C™ to USB-A v3.0 adapter ships standard Dimensions & Weight: Height: 14.8mm (0.58") x Width: 296mm (11.6") x Depth: 199mm (7.8") Starting weight: 1.2kg (2.65lbs.)4 for non-touch; 1.27kg (2.8 lbs.)4 for touch Camera: Widescreen HD (720p) 2.25mm webcam Audio and Speakers: 3.5mm headphone/microphone combo jack with 360- degree Waves NX 3D virtual surround with headtracking via headphones Wireless: Killer™ AX1650 (2x2) built on Intel WiFi 6 Chipset + Bluetooth 5.0 Primary Battery 52WHr battery (Integrated)5	
3	pc	External Hard Drive 1TB, USB 3.0	
4	pcs	Flash Drive 32GB capacity USB 3.0 Plug and Play	
5	pcs	Laptop Stand	

6	pcs	MIC	
7	pcs	Webcam with microphone (4k UHD)	
8	unit	Processor: Intel Core i5-11320H (4C / 8T, 3.2 4.5GHz, 8MB) Graphics: NVIDIA GeForce RTX 3050 4GB GDDR6, Boost Clock 1500/ 1740MHz, TGP 90W Chipset: Intel SoC Platform Memory: 1x 8GB SO-DIMM DDR4-3200 Memory Slots: Two DDR4 SO-DIMM slots, dual-channel capable Max Memory: Up to 16GB DDR4-3200 512GB SSD M.2 2242 PCIe 3.0x4 NVMe Storage Support Up to two drives, 1x 2.5" HDD + 1x M.2 2242 SSD or 1x M.2 2242/2280 SSD + 1x M.2 2242 SSD - 2.5" HDD up to 1TB - M.2 2242 SSD up to 512GB -M.2 2280 SSD up to 1TB Audio Chip: High Definition (HD) Audio, Realtek ALC3287 codec Speakers: Stereo speakers, 2W x2, Nahimic Audio Camera: 720p with Camera Shutter Microphone: 2x, Array Battery: Integrated 45Wh Max Battery Life: MobileMark 2014: 8 hr Power Adapter: 170w Slim Tip (3-pin) Display: 15.6" FHD (1920x1080) IPS 300nits Anti-glare, 165Hz, 100% sRGB, DC dimmer Touchscreen: None Keyboard: White Backlit, English Case Color: Shadow Black Surface Treatment: IMR (In-Mold Decoration by Roller) Case Material: PC + ABS (Top), PC + ABS (Bottom) Dimensions (WxDxH): 359.6 x 251.9 x 24.2 mm (14.16 x 9.92 x	
9	unit	Printer (print, scan, copy) USB and wireless Connectivity; refill system	
10	unit	LCD projector, RGB Liquid Crystal Shutter Projection System	
11	pc	Heavy Duty Power Cord for PX	
12	pc	AVR 1500w with time delay function	
13	pc	3M HOMI Cable 4K 60hz HDMI 2.0 Male to Male High Speed	
14	pc	UPS 1000VA 600 with LCD Display	
15	pc	Deep Bass Headphone Stereo Surrounded Over-Ear Headset with Mic Led	
16	pc	RJ45 Crimp Tool Pass Through Cat5 Cat5E Cat6 Crimping Tool for	
17	box	CAT5 Cable	
18	box	R45 connector (100 pcs/Box)	
19	pc	USB WIFI Adapter	
20	pc	3 in 1 Router/AP/Rango Extender with 802.11n-Up to 300 Mbps, MIMO	
21	pc	16-Port Gigabit Switch	
22	pc	2 Bay SATA USB3.0 Hard Drive Docking Station for 2.5/3.5 SSD HDD with	
23	set	Printing Method: Precision Core™ Print Head; Nozzle Configuration: 400 Nozzles Black, 128 Nozzles per Color Minimum Droplet Size: 3.3 pi, With Variable-Sized Droplet Technology ink Technology: Pigment black and Dye colour Inks Printing Resolution: 4,300 x 1,200 DPI Category: Home/Office Desktop All-in-One Functions: Print, Scan, Copy, Fax Print: Printing Speed ISO/IEC 24734: 15.5 pages/min Monochrome,	

		8.5 pages/min Colour Printing Speed: 33 pages/min Monochrome (plain paper 75 gm), 20 pages/min Colour (plain paper 75 g/m), 69 Seconds per 10 x 15 cm photo (Epson Premium Glossy Photo Paper) Duplex Printing Speed ISO/IEC 24734: 6.5 A4 Pages/min Monochrome, 4.5 A4 Pages/min Colour Colours: Black, Cyan, Yellow, Magenta Scan: Single-sided scan speed (A4 black): 200 DPI;, 5 ipm with ADF scan 12 sec. with flatbed scan Single-sided scan speed (A4 colour): 200 DPI;,5 ipm with ADF scan 27 sec. with flatbed scan Optical Resolution: 1,200 DPI x 2,400 DPI (Horizontal x Vertical) Optical Resolution (ADF): 1,200 DPI x 2,400 DPI (Horizontal x Vertical) Output formats: BMP, JPEG, PICT, TIFF, multi-TIFF, PDF, PNG	
24	set	Desktop computer Processor: Core i3- 7100, 3.9 GHZ socket, FCL A 1151; mainboard: 8250M-A LGA 1151, Processor sockets & supports DDR 4 memory; Memory crucial 4 GB DDR4; intel 128 GB SSD5; mouse and keyboard: A4tech usb; AOC 12280SW LED22 class 21.5" LED monitor with VGA and DVI S/N: AFAJB9AO03706 pot; Casing: Aero Cool GT CPU Casing with 800 watts power supply: AVR	
25	unit	Server Desktop Core i7-10700 H570 Aorus Pro AX ZOTAC GeForce RTX 3060 Twin Edge 24 GB DDR4 1TB SSD Monitor "24" A4tech Mouse & Keyboard	
26	unit	HD Pro Webcam C920/ C920e, Widescreen Video Calling and Recording, 1080p Camera, Desktop or Laptop Webcam- intel	
27	unit	A5 AC1200 Wireless Dual Band Router 2.4G & 5G Wi-Fi Router Access Point	
28	unit	Laptop UF A15 FX506 U-AL111T AMD Ryzen 7 4800H Processor NVIDIA GeForce GTX 1660TI 6GB GDDR6 GPU 8 GB RAM 512 GB SSD+TB Laptop	
29	unit	Printer, All in One CISs (5 in 1) Multi-Function (Printer, Scanner, Copier) with CISS, Automatic Document Feeder (ADF), Muti page Scanning and Copying	
30	unit	Desktop Computer, Model: 367I Intel Core i5-9400/8GB/1TB/2GB/ GeForce 1030/Windows 10 w 23-inch Monitor, Tech Specs: Processor: 8th Generation Intel Core i5-6400 processor 2.8 GHz (6M Cache, up to 4.0 GHz, memory: BGB Single Channel DDR3L 1600MHZ (8GB x 1). Hard Drive: 1TB 7200 rpm SATA GGb/S Hard Drive Graphics: NVIDIA GeForce 1030 2GB GOORS Optical Drive: Tray Load DVD Drive (Reads and Writes to DVD/CD) Keyboard: KE216 Wired Keyboard Black Display: 23- INCH S231E Display Mouse: Optical Mouse-MSi16 Black Software: Pre-Installed McAfree Security Center 15 Month Subscription Operating System: Windows 10 Home (64 bit) Single Language English Warranty: 1yr. Pro Support NBD onsite ServicePh Ports & Slots 1 Power Button/2. 5-in-1 multi-Card reader 3. Audio Combo jack 4. (2) USB 3.0 ports 5, Optical Drive	

		6 Air vent 17. Line in/out & mic 18 VGAI 9 HDMI 110 (4) USB 2.0 ports III. Ethernet port.	
31	unit	Printer, All in One with CISS (5 in 1) Multi-function (Printer, Scanner, Copier) with CISS, Automatic Document Feeder (ADF), Multi-page Scanning and Copying	
32	pc	All in 1 printer (Print, copy, scan, Sax, ADF, wireless, NUMBER OF PRINT CARTRIDGES: 4 (1 each black bottle, set of 3 color bottles), WIRELESS Capability: Yes, built-in self-healing dual band Wi-Fi 802.11b/g/n, Wireless direct, BLE CONNECTIVITY, STANDARD: Hi-Speed USB 2.0, WiFi, Bluetooth LE, MOBILE PRINTING CAPABILITY: Apple AirPrint; Mopria Print Service; Print Service Plugin (Android printing); Google Cloud Print™; Wi-Fi Direct Printing, SCANNER TYPE: Flatbed, ADF SCAN FILE FORMAT: JPEG, TIFF, PDE, BMP, PNG SCAN RESOLUTION, OPTICAL Up to 1200 dpi)	
33	set	Desktop Computer (i0th Gen / Intel Core iā-10400F / 8GB RAM 256GB SSD* 1TB SATA / GTX 1650 SUPER 4GB /NO ODD 24" MONFTOR / Keyboard & Mouse / Win 10 Home / McAfce 12 Mo / 12M Premium Support 10th Gen Intel(R) Core(TM) i5-10400F processor(6-Core 12M Cache 2.9GHz to 4.3GHz) 256GB M.2 PCIe NVMe Solid State Drive + 1TB 7200 rpm 3.5" SATA Hard Drive 8GB, ix8GB, DDR4, 2666MHz NVIDIA(R) GeForce(R) GIX 1650 SUPER(TM) 4GB GDDR6 Wired Key board KB216 Black (English) Optical Mouse-MS1 16 Black 802.11ac ix1 WiFi and Bluetooth 24 Monitor: SE2419HR 360W PSU Windows 10 Home (64bit) Single Language English McAfce(R) Multi Device Security 12 month subscription)	
34	pcs	External Hard Drive 1TB, USB 3.0	
35	pcs	Flash Drive 32GB capacity USB 3.0 Plug and Play	
36	unit	UPS	
37	set	DSLR Camera. 24.2MP APS-C CMOS Sensor, Digic 7 image processor, 3.0" 1.04M-Dot Vari-angle touch screen, Full HD 1080P video recording at 60 FPS, 45 point all cross-type pahse detect AF, DUAL Pixel CMOS AF, up to 6FPS shooting and 1SO 51200, EF-S 18-55MM F/4-5.6 IS STM LENS	
38	pc	Condenser Microphone. Large Dual Layer 19MM Diaphragm. Heavy Gauge Mesh Grill, Cardioid Pickup Pattern, Gold Plated XLR connector	
39	pc	Mic Mount Holder Bracket. Black and metal	
40	pc	Microphone Filter. Reflection Filters, Black Spray Net, TPU + Plastic and Dual Layer	
41	pc	Adjustable Microphone Mic Stand Tripod mic stand closed: 8.5x7x/5cm	
42	roll	100 Meters Speaker wire Positive & Negative. #16 speaker wire	
43	pc	Male plug Speaker connector	
44	pc	2.6Mx3M Backdrop Muslin Stand. Triple Crossbar 8.5x10 Feet	

45	pc	backdrop Smooth Green Screen. 3Mx3M cotton	
46	set	1 Set Studio Photo Lighting Kit includes: (2) 50 x 70 Softbox, (8) 45w Light	
47	pc	Professional Tripod. Folding Length: 50cm/19.7inch	
48	set	1 Sets 12 pcs 30 30 CM Acoustic Foams Sound insulations	
49	unit	Printer, Printer Type: Print, Scan, Copy, Fax with ADF, Copy Quality: Draft/Standard/Best Quality, Maximum Copies for Stand Alone: 99 Copies, Reduction/Enlargement: 25-400%, Auto Fit Punction, Maximum Copy Resolution: 600 x 600 dpi, Maximum Copy Size: Legal, ISO 29183, A4 Simplex Flatbed (Black/color): Up to 7.7 ipm/3.8 ipm	
50	unit	Bluetooth Speaker, Waterproof Outdoor speaker with dual speaker, 31-watt output power, Bluetooth/aux, 5v 1A USB charging voltage	
51	pair	Computer Speaker with 45mm driver unit, 90db speaker sensitivity, 4ohms impedance, 20Hz-16kHz frequency response, Bluetooth v5.0, 3.5mm USB input interface, with RGB lights	
52	license	Microsoft Office Professional 2019 Software	
53	unit	Wireless Presentation Remote/Pointer, 2.4GHz wireless connection, battery operated, 65 ft. maximum range, with class 2 laser, compatible with MacOS, Windows and Linux	
54	unit	Condenser Microphone, cardioid, USB cord plug and play, full metal chassis, active noise-cancellation feature with microphone volume and gain control, compatible with MacOS and Windows	
55	unit	USB Headset with Noise-Cancellation Microphone for Online Meeting, streaming etc., with volume control, adjustable headband, compatible for MacOS and Windows	
56	unit	Automatic Voltage Regulator (AVR) 500 watts, up to250 volts input, with delay response time and w/ bypass botton, 3 sockets outlet, with output voltage meter indicator	
57	unit	Photocopying machine, mono laser printer, multi-function scanner/copier/ printer, supports double sided printing. 25 pages-per-minute copying speed, supports A3/letter/legal size of paper.	
58	unit	Rechargeable Portable Megaphone with the following specs: 50-watt power output, with rechargeable battery and charger, up to 800 meters broadcast ranges, with usb/sd slots, and recording function, volume control	
59	set	Dual Wireless Microphone: with 2 hnadheld microphone, 60-meter range, with plastice carrying case, frequency of UHF 740.0-865.6MHz, power supply 2x1.5V AA battery	
60	unit	Uninterrupted Power Supply: Dimension: 39 cm x 19 cm x 14 cm, Input Power: 220V-240V 50/60hz-1-5H (auto (sensing) Output Capacity: 1200VA/650W 5 OUTLETS (4 universal 1 iec 60320 c13) 1200 VA/650W AVR, Battery Type: Lead - Acid, Computer	

		Grade Surge Protection	
61	set	Desktop Computer, CPU :8th Generation Intel Core i7-8700 processor (12M Cache, up to 4.6 GHz); HDD : 1TB GB 7200+128GB SSD; RAM :8GB (1X8GB) 2400Mhz DDR4; Graphics : NVIDIA GeForce GTX 1050Ti with 4GB GDDR5 Screen 23 Monitor 2319H 23"; Color/ Camera: NIA; Keyboard Wired Keyboard & Mouse; Wireless DW 1705 802.11bgn+ Bluetooth 4.0, 2.4 GHz, 1x1; Card Reader: N/A; Optical Drive: NIA; OS Windows 10 Home (64bit) Single Language English Warranty: 1Yr Premium Support: NBD Onsite Service Ports& Slots; 1 Power button 2. 5-in-1 Multi-Card Reader 3. Audio combo jack 4. (2) USB 3.1 Gen 1 Type-A 5. Optical drive 6. Air vent 7. Line in/out& Microphone Port 8. HDMI out 9. VGA 10. (4) USB 2.0 ports 11. Ethernet port 12. Expansion card slots 13. Power supply unit 14 Security-cable slots 15. Padlock rings	
62	unit	Printer, All in One with CISS (5 in 1) Multi-function (Printer, Scanner, Copier) with CISS, Automatic Document Feeder (ADF), Muti-page Scanning and Copying	
63	set	Desktop Computer Screen 20 inches, Intel Corei7, 1TB, 4 MB Ram, with Mouse and Keyboard	
64	unit	Laptop Processor: Up to 11th Gen Intel Core i7 Operating System: Up to Windows 10 Pro Graphics: Intel Iris Xe, Display -13 inches (2160x1350), Ips, touchscreen 100 % RGB Supports Lenovo E-Color Pen & Digital pen Memory: Up to 16GB, Battery: Up to 8 hours (Mobile Mark 2018), Storage: Up to 1TB Pcle SSD Audio: 2X Dolby Audio Speakers Smart amp Dimensions (HxWxD) : 9.19mm x 297.4mm x 207.36 mm Weight:0.8 kg (tablet only) 8 1.17 kg w/ case Camera: 1MP HD 720p with microphone array Colour: Slate Grey Connectivity: Wifi 6 (802.11 ax 2x2) WIFI 5 (802.11 ax 1x1)compatible, Bluetooth 5.1 Ports: 2 x USB-C 3.2 (Gen1 w/ power delivery + display Port + USB) USB C- Thunderbolt 4 HDMI,SD Card reader, Headphone/mic combo Detachable Keyboard w/ Bluetooth 5.1 Digital Assistance – Alexa Preloaded Software - Lenovo Vantage	
65	pc	Speaker with Digital Sound Features USB Connectivity, Audio Power Output 1.2 Horsepower Number of Channels 2.0	
66	pc	Extension Wires 3 gang, 10 meters	
67	pc	Hard Drive, External Portable 1TB 3.0 Uninterruptible Power Supply 1500 VA Inverter Compatible, Excellent Microprocessor Control and No-load auto shutdown	
68	pc	Webcam Full 1080p at 30fps or hyperfast HD 720p at 60fps. Broadcast masterfully with reliable no-drop audio, autofocus,78 degrees diagonal field of view	
69	pc	Uninterruptible Power Supply 1500VA Inverter Compatible, Excellent Microprocessor control and No load auto shutdown	

70	unit	All in One PC: Intel Core i5-1135G7 (2.4GHz) 8GB 3200HZ 512 M.2 Solid State Drive, NVIDIA GeForce MX450 23.8" FHD (1920x1080) IPS, LAN + WAN + Bluetooth, 720 Camera, Windows 11, Office Home and Student2021, Wireless Mouse and Keyboard.	
71	pc	WIFI Dangle	
72	unit	Extension cord (10 gang universal outlet) Heavy duty	
73	unit	External Hard Drive 5TB, USB 3.0	
74	pcs	Microphone Headset	
75	pcs	Ring light	
76	pcs	Flash Drive 32GB capacity USB 3.0 Plug and Play	
77	unit	UPS Capacity: 1500va/900w, Input voltage: 220/230/240Vac, Input voltage range: 145- 290Vac. Frequency range: 45-65Hz	
78	pcs	Web Cam Max Resolution: 1920x1080; 2 megapixels; Auto Focus with built-in microphone with clear sound; Operation System: Windows XP/7/10, Android, Linux, macOS; USB interface no need to install driver software	
79	unit	Wireless Headset with Noise Cancellation, Plug and Play, Bluetooth version 5.0,	
80	unit	Wireless Speaker Maximum music playing time (hrs) 12, Output power (W) 2 x 8 watts Dimensions (cm) 6.8 x 17.5 x 7.0, Weight (kgs) 0.51, Bluetooth version 4.2, Battery capacity (mAh) 3,000, Charging time (hrs) 3.5	
81	set	Desktop Computer Intel Core i5-9400/868/1TB/2GB/ GeForce I030/Windows 10 w/ 23- inch Monitor. Tech Specs: Processor: 8th Generation Intel Core is- 6400 processor 2.8 GH2(6M Cache. up to 4.0 GHz. memary868 Single Channel DDR3L 16DOMHZ (BG8 x 1), Hard Drive: T8 7200 rpm SATA GGb/s Hard Drive Graphics: NVMOIA GeForce 1030 268 GOORS. Optical Drive: Tray Load DVD Drive (Reads and Writes to DVD/CD) Keyboard: KB2I6 Wired Keyboard Black Display 23-INCH S2319H Display Mouse: Optical Mouse-MSI6-Black Software: Pre- installed McAfree Security Center 15 Month Subscription. Operating System. Windows I0 Homel64 bit) Single Language English. Warranty 1yr. Pro Support: NBO onsite ServicePh Ports & Slots: L. Power Button 2. S-in-1 multi-Card reader 3. Audio Combo jack 4. (2) USB 3.U ports 5 Optical Drive 6. Air vent 17. Line in/out & mic: 8. VGA 9. HOMI I0. (4) US8 2.0 ports 1. Ethernet port	
82	unit	Printer, All in One with CiSS (5 in 1) Multi-function (Printer, Scanner, Copier) with CISS, Automatic Document Feeder (ADF). Multi-page Scanning and copying	
83	unit	Photocopying Machine (Copier: Multi copying up to 99 copies, 800 dpi Resolution 50% to 200% Zoom, Printer 800 dpi Print Resolution, Standard USB 2.0 Interface, Scanner Maximum 800 dpi Resolution, Scanning speed: 8W Max 17 originals/min.)	
84	unit	Ring Binder (Heavy Duty) 24 Holes LCT Comb	

85	unit	Steel Filing Cabinet, Lateral, 4 drawers	
86	unit	Desktop computers. 23.8" core i5, 42000M all in one set desktop PC AIO computer 8G DDR3 120G SSD, UPS battery. Windows 10 home.	
87	unit	EPSON L3158, 3 n 1 (All-in-one-printer)	
88	unit	Acer Aspire 3 A315-35-C7D1 CN4500 15.6" 4GB 500GB+128GB Intel UHD Win 10 Laptop	
89	pcs	Headphone, with noise cancelling, built-in microphones, 2000 Hz, 94dB, 3.5 mm jack	
90	unit	Laptop Processor: 10th Generation Intel® Core™ i5-10210U Processor (6MB Cache, up to 4.2 GHz) Operating System: Windows 10 Home Memory: 4GB, onboard, DDR4, 2666 MHz Hard Drive: 256GB M.2 PCIe NVMe Solid State Drive Video Card: NVIDIA® GeForce® MX230 with 2GB GDDR5 graphics memory Display: 14.0-inch FHD (1920 x 1080) Anti-glare LED Backlight Non-touch Narrow Border WVA Display Battery: 3-Cell Battery, 51 Whr (Integrated)	
91	box	UTP Cable Cat 6 (305mn/box)	
92	box	RJ45 Passthrough Connectors for CAT6 LAN Cables (100pcs/box)	
93	pc	Memory DDR 4 - 8GB 3200MHz RGB HyperX Fury CL16 DIMM	
94	pc	Solid State Drive 480GB A400 Sata3 2.5-inch	
95	pair	SFP Module SC 3/5/20KM GBIC 1.25G Switch Ethernet Fiber Optic Transceiver Compatible with TP-	
96	pc	WIFI Adapter AC650 Dual Band 600Mbps Auto-Install USB Adapter 802.11ac ethernet Network Card wi-fi receiver	
97	pc	USB Flash Drive (Uv350 USB 3.2 Gen1 128GB, backward compatible with USB 2.0)	

Section VIII. Checklist of Technical and Financial Documents

Notes on the Checklist of Technical and Financial Documents

The prescribed documents in the checklist are mandatory to be submitted in the Bid, but shall be subject to the following:

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. Any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

The BAC shall be checking the submitted documents of each Bidder against this checklist to ascertain if they are all present, using a non-discretionary “pass/fail” criterion pursuant to

Section 30 of the 2016 revised IRR of RA No. 9184.

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;

Technical Documents

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

Class “B” Documents

- (l) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;
or
duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

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

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

25 FINANCIAL COMPONENT ENVELOPE

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



Romblon State University
Odiongan, Romblon