

PHILIPPINE BIDDING DOCUMENTS

(As Harmonized with Development Partners)

Procurement of

PROCUREMENT FOR THE UPGRADING OF EXISTING NETWORK INFRASTRUCTURE OF DEPED RO8

Government of the Republic of the Philippines

**Sixth Edition
July 2020**

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 notes 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.

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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

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

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

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

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

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

CDA - Cooperative Development Authority.

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

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

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

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

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

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

GFI – Government Financial Institution.

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

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

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

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

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

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

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

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

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

UN – United Nations.

Section I. Invitation to Bid

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.



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

**INVITATION TO BID FOR *PROCUREMENT FOR THE
UPGRADING OF EXISTING NETWORK
INFRASTRUCTURE OF DEPED RO8***

1. The *Department of Education Regional Office VIII*, through the *GAA CY 2021* intends to apply the sum corresponding each Lot in the Table below, being the ABC to payments under the contract for each lot/item. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

LOT NO.	DESCRIPTION	CONTRACT DURATION	ABC	PRICE OF BID DOCS
1	Supply and Installation of: ✓ 1 unit Perimeter Firewall ✓ 1 unit Uninterruptible Power Supply (UPS) ✓ 1 unit WAN Router	30 Calendar Days	Php308,687.50	P500.00
2	Supply and Installation of: ✓ 24 units PoE Access Points ✓ 1 unit Data Cabinet ✓ 1 unit Network Rack ✓ 2 units Managed Switch ✓ 2 pieces Patch Panel ✓ Structured cabling of 50 nodes	60 Calendar Days	Php622,018.00	P1,000.00
3	Supply and Installation of: ✓ 1 Air-Conditioning Unit, 2.5 HP ✓ Split-type, Inverter, 11.7 ERR Rating ✓ Remote-Controlled, 230V/60Hz	14 Calendar Days	Php69,294.50	P500.00

2. 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.
3. Prospective Bidders may obtain further information from *Department of Education Regional Office VIII, Government Center, Candahug, Palo, Leyte 6501*, and inspect the Bidding Documents at the address given below during 8:00 AM – 5:00 PM.
4. A complete set of **Bidding Documents may be acquired** by interested Bidders on *on or before the scheduled day of the Pre-Bid Conference* from the given address and website(s) *https://region8.deped.gov.ph/*: and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount opposite each Lot Number in the Table in Paragraph 1.

Prospective bidders who intend to purchase the bidding documents through online banking, deposit may be done through:

PHILIPPINE VETERANS BANK

Account Name: DepEd RO 8

No.	Fund	Account Number
1.	SEMINAR	0025-002137-001

A scanned copy of the deposit slip together with the accomplished Bidders Information Sheet shall be sent to the BAC Secretariat (bac.region8@deped.gov.ph), and the official payment receipt with the Bid Documents shall be sent to the bidder through email.

Three (3) sets (Original, Copy 1, and Copy 2) of the technical and financial documents shall be submitted on or before the Opening of Bids schedule, while the duly signed (per page) bid documents (also in three sets) shall be submitted by the winning bidder, in hard copies, on or before the agreed schedule of the Post Qualification activity.

5. The *Department of Education Regional Office VIII* will hold a Pre-Bid Conference¹ on *May 31, 2021* at *Department of Education Regional Office VIII, Candahug, Palo, Leyte*, and/or through video conferencing or webcasting via **Google Meet**, which shall be open to prospective bidders.

Note: Interested bidders shall **provide the BAC Secretariat their respective E-mail addresses at least one (1) day before** each activity, so that they can join the procurement videoconference(s).

6. Bids must be duly received by the BAC Secretariat through (i) manual submission at the given address, (ii) online or electronic submission via Email at bac.region8@deped.gov.ph, or (iii) both on or before *June 15, 2021, 10:00 AM*. Late bids shall not be accepted.

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

7. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
8. Bid opening shall be on *June 15, 2021, 10:00 AM* at DepEd Regional Office VIII, Candahug, Palo, Leyte and through ***Google Meet for the participating bidders.***
9. The *Department of Education Regional Office VIII* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

RACHEL R. CUEVAS

Head, BAC Secretariat

DepEd Regional Office VIII,

Government Center, Candahug, Palo, Leyte

Telephone: 053-888-9349

Email Address: bac.region8@deped.gov.ph

11. You may visit the following websites:

For downloading of Bidding Documents: ***https://region8.deped.gov.ph***

For online bid submission, E-mail at ***bac.region8@deped.gov.ph***

Issued: _____
mm/dd/yyyy

BEBIANO I. SENTILLAS, CESO V

Schools Division Superintendent

OIC, Office of the Assistant Regional Director

Chairman, Bids and Awards Committee (BAC)

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, *Department of Education Regional Office VIII* wishes to receive Bids for the ***PROCUREMENT FOR THE UPGRADING OF EXISTING NETWORK INFRASTRUCTURE OF DEPED RO8*** under a Framework Agreement}, with identification number *PR No. 21-04-290*.

The Procurement Project “*PROCUREMENT FOR THE UPGRADING OF EXISTING NETWORK INFRASTRUCTURE OF DEPED RO8*” is composed of three (3) lots 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 CY 2021* in the amount of *Php1,000,000.00*.

2.2. The source of funding is:

a. 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 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.
- 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 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.
- 7.2. Subcontracting of any portion of the Project does not relieve the Supplier of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Supplier's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

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 *{[insert if applicable]}* and/or 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 *[state relevant period as provided in paragraph 2 of the IB]* 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.
- 11.5. *[Include if Framework Agreement will be used:]* Financial proposals for single or multi-year Framework Agreement shall be submitted before the deadline of submission of bids as prescribed in the **IB**. For multi-year Framework Agreement, evaluation of the financial proposal during this stage is for purposes of determining eligibility and whether or not such financial proposal is within the ABC.

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:

- a. Philippine Pesos.

14. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration² 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 within *One Hundred Twenty (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

² In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

- 16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

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:

Option 2 – One Project having several items grouped into several lots, which shall be awarded as separate contracts per lot.

- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA

No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

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				
5.3	For this purpose, contracts similar to the Project shall be: <ol style="list-style-type: none"> a. Information Technology (Computer Networking) for Lots 1 and 2, and Airconditioning Systems for Lot 3. b. completed within last five (years) prior to the deadline for the submission and receipt of bids. 			
12	The price of the Goods shall be quoted DDP <i>Department of Education Regional Office VIII, Candahug, Palo, Leyte 6501</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>two percent (2%) of ABC</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. The amount of not less than <i>five percent (5%) of ABC</i>, if bid security is in Surety Bond. 			
19.3	<i>[In case the Project will be awarded by lot, list the grouping of lots by specifying the group title, items, and the quantity for every identified lot, and the corresponding ABC for each lot.]</i>			
	LOT NO.	DESCRIPTION	ABC	PRICE OF BID DOCS
	1	Supply and Installation of: ✓ 1 unit Perimeter Firewall ✓ 1 unit Uninterruptible Power Supply (UPS) ✓ 1 unit WAN Router	Php308,687.50	P500.00
	2	Supply and Installation of: ✓ 24 units PoE Access Points ✓ 1 unit Data Cabinet ✓ 1 unit Network Rack ✓ 2 units Managed Switch ✓ 2 pieces Patch Panel ✓ Structured cabling of 50 nodes	Php622,018.00	P1,000.00
	3	Supply and Installation of: ✓ 1 Air-Conditioning Unit, 2.5 HP ✓ Split-type, Inverter, 11.7 ERR Rating ✓ Remote-Controlled, 230V/60Hz	Php69,294.50	P500.00

20.2	<i>[List here any licenses and permits relevant to the Project and the corresponding law requiring it.]</i>
21.2	<i>[List here any additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity.]</i>

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**.

[Include the following clauses if Framework Agreement will be used:]

2.3. For a single-year Framework Agreement, prices charged by the Supplier for Goods delivered and/or services performed under a Call-Off shall not vary from the prices quoted by the Supplier in its bid.

2.4. For multi-year Framework Agreement, prices charged by the Supplier for Goods delivered and/or services performed under a Call-Off shall not vary from the prices quoted by the Supplier during conduct of Mini-Competition.

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. *[Include if Framework Agreement will be used:] In the case of Framework Agreement, the Bidder may opt to furnish the performance security or a Performance Securing Declaration as defined under the Guidelines on the Use of Framework Agreement.]*

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 *{[Include if Framework Agreement will be used:] or Framework Agreement}* specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section IV (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

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

5. Warranty

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

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

6. Liability of the Supplier

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

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

Section V. Special Conditions of Contract

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	
1	<p><i>[List here any additional requirements for the completion of this Contract. The following requirements and the corresponding provisions may be deleted, amended, or retained depending on its applicability to this Contract:]</i></p> <p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p><i>[For Goods supplied from abroad, state:]</i> “The delivery terms applicable to the Contract are DDP delivered Department of Education Regional Office VIII, Government Center, Candahug, Palo, Leyte, 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 <i>[indicate place of destination]</i>. 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 Mr. JIM ALBERT A. LAGADO, <i>Information Technology Officer I, Head, ICT Unit.</i></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

- 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.

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.

Spare Parts –

The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:

- a. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and
- b. in the event of termination of production of the spare parts:
 - 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 cost 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.

	<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> <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.

LOCATION: Department of Education Regional Office VIII, Candahug, Palo, Leyte

DURATION: As indicated in the Table below, Start Date begins upon receipt of NTP.

LOT NO.	DESCRIPTION	CONTRACT DURATION
1	Supply and Installation of: ✓ 1 unit Perimeter Firewall ✓ 1 unit Uninterruptible Power Supply (UPS) ✓ 1 unit WAN Router	30 Calendar Days
2	Supply and Installation of: ✓ 24 units PoE Access Points ✓ 1 unit Data Cabinet ✓ 1 unit Network Rack ✓ 2 units Managed Switch ✓ 2 pieces Patch Panel ✓ Structured cabling of 50 nodes	60 Calendar Days
3	Supply and Installation of: ✓ 1 Air-Conditioning Unit, 2.5 HP ✓ Split-type, Inverter, 11.7 ERR Rating ✓ Remote-Controlled, 230V/60Hz	14 Calendar Days

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

Inclusive of Terms of Reference

LOT NO.	DESCRIPTION	ABC	PRICE OF BID DOCS
1	Supply and Installation of: ✓ 1 unit Perimeter Firewall ✓ 1 unit Uninterruptible Power Supply (UPS) ✓ 1 unit WAN Router	Php308,687.50	P500.00
2	Supply and Installation of: ✓ 24 units PoE Access Points ✓ 1 unit Data Cabinet ✓ 1 unit Network Rack ✓ 2 units Managed Switch ✓ 2 pieces Patch Panel ✓ Structured cabling of 50 nodes	Php622,018.00	P1,000.00
3	Supply and Installation of: ✓ 1 Air-Conditioning Unit, 2.5 HP ✓ Split-type, Inverter, 11.7 ERR Rating ✓ Remote-Controlled, 230V/60Hz	Php69,294.50	P500.00

Important Notes:

- **See attached required *Technical Specifications* and/or *Terms of Reference*;**
- **All LOTS inclusive of Labor and Materials with appropriate warranties, as required;**
- **Winning Bidder(s) must coordinate, one (1) day after issuance of Notice of Award (NOA), with the ORD – ICT Unit (Proponent), to discuss guidelines of the program, delivery schedule(s), and the expectation/s between both parties, Contact No. (053) 832-4625, Email address: ictu.region8@deped.gov.ph.**

LOT 1

TECHNICAL SPECIFICATIONS AND/OR TERMS OF REFERENCE

1. Perimeter Firewall

Technical Specifications:

- Must accommodate unlimited users or 8,000,000 active connections
- Virtual Private Network
- Bandwidth Management
- Multiple Link Management
- Comprehensive on Appliance Reporting
- With all subscription services (preloaded software with lifetime subscription)
 - Gateway Anti-Virus
 - Gateway Anti-Spyware
 - Gateway Anti-Spam
 - Intrusion Detection and Prevention Systems
 - Content Filtering
- Must have comprehensive training on installation, configuration, deployment of rule sets and system navigation and best practice guide in administering the equipment and subscribed services
- Warranty: 3 years parts and services from date of acceptance and on-site service
- CPU Cores: Four Cores
- Networking: 2x 10GbE Intel x553 SFP+ Ports; 8-port 1Gbps Marvell 88E6190 switch, uplinked at 5 Gbps (2x 2.5 Gbps) to Intel SoC for LAN; Virtual Machine Device Queues reduce I/O overhead
- Storage: 256 GB M.2 SATA SSD
- Memory: 24 GB via SODIMM

2. Uninterruptible Power Supply (UPS)

Technical Specifications:

- Brand New
- Output power capacity: 2,700Watts / 3,000VAMax
- Configurable Power: 2,700Watts / 3,000VA
- Nominal Output Voltage: 230V or 240V
- Output Frequency (sync to mains): 50/60 Hz +/- 3 Hz
- Nominal Input Voltage: 230V
- Input frequency: 50/60 Hz +/- 3 Hz Auto-sensing
- Typical recharge time: 3hour(s)
- Surge energy rating: 365Joules
- Warranty: Three (3) years on battery, parts and service

3. WAN Router

Technical Specifications:

- Brand New

- LAN interface: 16 10/100/1000 Ethernet (8 Data, 8 Power over Ethernet)
- Routing: Static routing; Dynamic routing; RIP v1 and v2; Inter-VLAN Routing
- Must have VPN Security
 - IPsec
 - Point-to-Point Tunneling Protocol (PPTP)
 - Layer Two Tunneling Protocol (L2TP)
- Must support Network Address Translation (NAT)
 - VPN NAT
- Must have Quality of Service (QoS)
 - Low-Latency Queuing (LLQ)
 - Weighted Fair Queuing (WFQ)
- Provides Knowledge Transfer/Training of the set-up for the end user
- Warranty: 3 years parts and services from date of acceptance and on-site service
- Number of VLANs: Up to 32VLANs
- Spanning tree
- Load balancing
- Firewall:
 - Stateful Packet Inspection (SPI) firewall, port forwarding and triggering, Denial-of-Service (DoS) prevention, software-based DMZ
 - DoS attacks prevented:
 - SYN Flood
 - Echo Storm
 - ICMP Flood
 - UDP Flood
 - TCP Flood
 - Blocks Java, cookies, active-X, HTTP proxy

TERMS OF REFERENCE:

1. Supplier must install the perimeter firewall and the UPS to the data cabinet or network rack.
2. Supplier must test the hardware functionality of the perimeter firewall, UPS, and the WAN router.
3. Universal power adapter/s must be provided by the supplier if the device/s does not have a standard plug.
4. Two (2) pieces 5-meter Cat6 patch cords must be provided by the supplier.
5. Nos. 1 and 2 must be done in the presence of an ICT Unit personnel of DepEd RO VIII.

Prepared by:

JIM ALBERT A. LAGADO
Information Technology Officer I

LOT 2
TECHNICAL SPECIFICATIONS AND/OR TERMS OF REFERENCE

1. PoE Access Point

Technical Specifications:

- Brand New
- Built-in Antenna
- Standards: IEEE 802.11ac, 802.11a, 802.11n, 802.11g, 802.11b, 802.3af, 802.3u, 802.1X (security authentication), 802.1Q (VLAN), 802.1D (Spanning Tree), 802.11i (WPA2 security), 802.11e (wireless QoS), IPv4 (RFC 791), IPv6 (RFC 2460), 3x3 MIMO with 3 spatial streams at 5 GHz and 2.4 GHz
- Device Management: Web browser, Simple Network Management Protocol (SNMP) v3, Bonjour
- Interface: 2- 10/100/1000 Ethernet, with support for 802.3at at PoE
- Authentication: 802.1x, PPSK, PEAP, RADIUS
- Data Encryption: WPA (TKIP), WPA2 (AES), WPA-PSK
- Features:
 - Load balancing based on the number of users or traffic
 - Bandwidth control
 - Manual or automatic configuration
- Power Requirement: Power over Ethernet (PoE)
- Multiple mounting options: ceiling or wall
- Provides Knowledge Transfer/Training on the set-up for the end user
- Warranty: 3 years parts and services from date of acceptance and on-site service

2. Data Cabinet

Technical Specifications:

- Height: 42U and not more than 17.5in
- Width: 600mm
- Depth: 1070mm
- Net Weight: not more than 130KG
- Mounting Depth: 191MM (minimum)
- Weight Capacity (Static Load): 907KG
- Weight Capacity (dynamic load): 907KG
- Must have integrated electrical grounding
- Must have Keyed-alike doors and side panels
- Must have easily removable cable access roof
- Must have cable access openings with pre-installed brushes
- Must have half-height side panels and option with brush strips
- Warranty of five (5) years repair or replace
- With at least one (1) 16A metered rack power distribution unit, 8 sockets

3. Network Rack

Technical Specifications:

- 1 feet height
- Wall-mounted rack
- Bare structure with four (4) standard holes vertical mounting rails
- 2-vented detachable side panels w/ lock and louvers
- Vented detachable flexi glass front door w/ lock
- Electrical power 4 outlets 3 prong 220V power strip
- Clip nuts included
- U Height: 12U

4. Managed Switch

Technical Specifications:

- Brand New
- Device Type: Stackable Managed Gigabit Switch
- Ports Qty: 24 x 10/100/1000 + 4 x Gigabit SFP (2 combo)
- Power over Ethernet: PoE+ (24 ports)
- IPv4/IPv6 static routing, VLAN
- MAC Address up to 16K
- Switching capacity: 56 Gbps
- Switch throughput: 42 Mbps
- Flow control/full duplex capability
- Auto-negotiation, Auto MDI/MDI-X
- IEEE 802.1x Authentication with Dynamic VLAN assignment
- Quality of service
- Security Features:
 - Access Control Lists (ACL)
 - Storm Control
 - DHCP snooping
 - IGMP snooping
 - IP source guard
 - Dynamic ARP Inspection (DIA)
- Management
 - Secure Shell (SSH)
 - Simple Network Management Protocol (SNMP)
- Compliant standards: IEEE 802.3, IEEE 802.3u, IEEE 802.3z, IEEE 802.1D, IEEE 802.1Q, IEEE 802.3ab, IEEE 802.1p, IEEE 802.3x, IEEE 802.3ad (LACP), IEEE 802.1w, IEEE 802.1x, IEEE 802.1s, IEEE 802.3af PoE, IEEE 802.3at PoE, IEEE 802.3az
- Provides Knowledge Transfer/Training on the set-up for the end user
- Warranty: 3 years parts and services from date of acceptance and on-site service



5. Patch Panel

- The termination panels shall support the appropriate Category 6 applications and facilitate cross connection and interconnection using modular patch cords. The panels shall be sized to fit an EIA standard, 19-inch relay rack, or be capable of mounting to a wall.
- The panel shall:
 - Be made of black anodized aluminum, in 16-, 24-, 32-, 48- and 96-port configurations.
 - Accommodate at least 24 ports for each rack mount space (1rms = 44.5mm [1.75in]).
 - Have circuit boards tested in both directions as required by ANSI/TIA/EIA-568-B and ISO/IEC 11801.
 - Utilizes full retention force technology with optimized pair balance design and linear crosstalk response to address applications up to 250 MHz.
 - Have termination accomplished with a single conductor impact tool.
 - Be backwards compatible to allow lower performing categories of cables or connecting hardware to operate to their full capacity.
 - Have rear protective strain relief caps with side or rear entry, which can be installed onto cable before or after termination.
 - Support industry standards for T568A or T568B wiring options on each individual outlet.
 - Allow for a minimum of 200 re-terminations without signal degradation below standards compliance limit.
 - Have modular ports compliant with FCC CFR 47 part 68 subpart F and IEC 60603-7 with 50 micro inches of gold plating over nickel contacts.
 - Be fully enclosed front and rear for physical protection of printed circuit boards.
 - Have a rear cable management bar for strain relief.
 - Have port identification numbers on both the front and rear of the panel.
 - Have an optional adhesive circuit identification and color-coding designation strips provided with the panel.
 - Provide self-adhesive, clear label holders and white designation labels with the panel, with optional color labels available.
 - Be made by an ISO 9001
- Electrical Specifications:
 - ANSI/TIA/EIA-568B and ISO/IEC 11801 category 6 compliant.
 - Be currently pending UL VERIFIED for TIA/EIA category 6 electrical performance.
 - B UL LISTED 1863 and Cul c22.2 approved.

STRUCTURED CABLING OF FIFTY (50) NODES

TERMS OF REFERENCE AND TECHNICAL SPECIFICATIONS:

1. The Cat6 UTP cable that will be used for the structured cabling shall have the following minimum technical specifications:
 - a. The copper cable shall either be 4-pair 100 Balanced or Unshielded Twisted Pair (UTP) cable with rip cord and dielectric central isolation member
 - b. Shall comply to the following standards:
 - i. ANSI/TIA/EIA-568B.2-1
 - ii. ISO/IEC 11801:2002 2nd Edition (Category 6)
 - iii. IEC 61156-5 1st Edition
 - iv. LSOH: IEC 332: Part 1, IEC 754 and IEC 1034
 - v. UL CM11
 - c. Minimum bend radius 1.00"
 - d. 100% of final production reels are tested to 550 MHz
 - e. Must be 0.57mm (0.23in) (24AWG) solid bare copper
 - f. The maximum jacket diameter (for 4-pair UTP cable) shall not exceed 6.35mm (0.25in) sequential meter, markings on jackets are appropriate for the environment in which it is installed.
 - g. Be made by an ISO 9001 Certified Manufacturer
2. The Cat6 Information Outlet/Modular Jacks that will be used shall:
 - a. Utilize full retention force technology with optimized pair balance design and linear crosstalk response to address applications up to 250 MHz.
 - b. Be backwards compatible to allow lower performing categories of cables or connecting hardware to operate to their full capacity.
 - c. Allow for a minimum of 200 re-terminations without signal degradation below standards compliance limit.
 - d. Support industry standards for T568A or T568B wiring options on each individual outlet.
 - e. Be constructed of high impact, flame-retardant thermoplastic.
 - f. Be made by an ISO 9001 Certified Manufacturer
 - g. Have the following electrical specifications:
 - i. ANSI/TIA/EIA-568-B and ISO/IEC 11801 category 6 compliant.
 - ii. Be UL VERIFIED for TIA/EIA category 6 electrical performance.
 - iii. Be UL LISTED 1864 and Cul c22.2 approved.
3. All faceplates shall:
 - a. Be applicable to copper applications.
 - b. Have written on designation labels for circuit identification together with a clear plastic cover.
 - c. Be available in single-gang and double-gang configurations.
 - d. Have optional modular furniture adapters available.
 - e. Have stainless steel options available.
 - f. Have surface mount boxes and standoff rings available for both single and double gang faceplates.



- g. Be made by an ISO 9001 Certified Manufacturer
 - h. Color: White
4. The patch cords for access points and computers shall have the following minimum technical specifications:
 - a. At least 2.0 meters at work area or longer considering the distance of the devices from information outlet
 - b. Factory Machine Made and Injection Molded
 - c. Snag less Boot Design for easy handling
 - d. CAT6 550Mhz rated
 - e. UTP Unshielded Twisted Pair
 - f. CM Type PVC Jacket
 - g. 24AWG 4 Pair Stranded Core Copper
 - h. Gold Plated Contacts
 - i. UL/ETL listed and RoHS Compliant
 5. The 50 nodes structured cabling shall be used for the following devices:
 - a. 24 units wireless access points
 - b. 2 units ethernet switches (provided by DepEd R.O. 8)
 - c. 2 units outdoor access points (provided by DepEd R.O. 8)
 - d. 22 units computers of the Office
 6. Outdoor Cat6 UTP cables must be used if the cable will be exposed outside buildings (refer to the attached network plan). The outdoor Cat6 UTP cable shall have the following specifications:
 - a. Conductor
 - i. Stranding: Solid
 - ii. Material: BC - Bare Copper
 - b. Insulation
 - i. Material: PO – Polyolefin
 - c. Standards and Compliance
 - i. NEC / UL Compliance: Article 800, CMR;CMX-Outdoor;CMG
 - ii. CEC / C(UL) Compliance: CMX-Outdoor;CMG
 - iii. TIA/EIA Compliance: ANSI/TIA-568.2-D Category 6
 7. UTP cables that will hang across buildings shall be installed with support and protection from easily breaking and/or dropping.
 8. UTP cables installed in ceilings must be placed in a PVC pipe, conforming to the percent (%) fill as per standard.
 9. UTP cables dropping on walls must be placed in a PVC molding.
 10. The length of patch cords connecting the patch panel and the switch must be one (1) meter.
 11. Two (2) units of DepEd R.O. 8's ethernet switches must be installed on a flat wood shelf provided by the supplier.
 12. Two (2) units of DepEd R.O. 8's outdoor access points must be installed on a stable pole provided by the supplier.

13. The supplier shall provide and install the necessary materials to power-up devices that cannot be powered up by ethernet.
14. PoE access points must be wall-mounted unless the ICT Unit decide that other access points be mounted on the ceiling.
15. Services must include:
 - a. Site Survey
 - b. Physical Installation
 - c. Testing
 - d. Labelling/Tagging
16. Five (5) years performance warranty on cables and other passive components.
17. Repair or replacement of any failed component should be carried out within seven (7) calendar days after it was reported by the DepEd R.O. VIII.

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LOT 3

TECHNICAL SPECIFICATIONS AND/OR TERMS OF REFERENCE

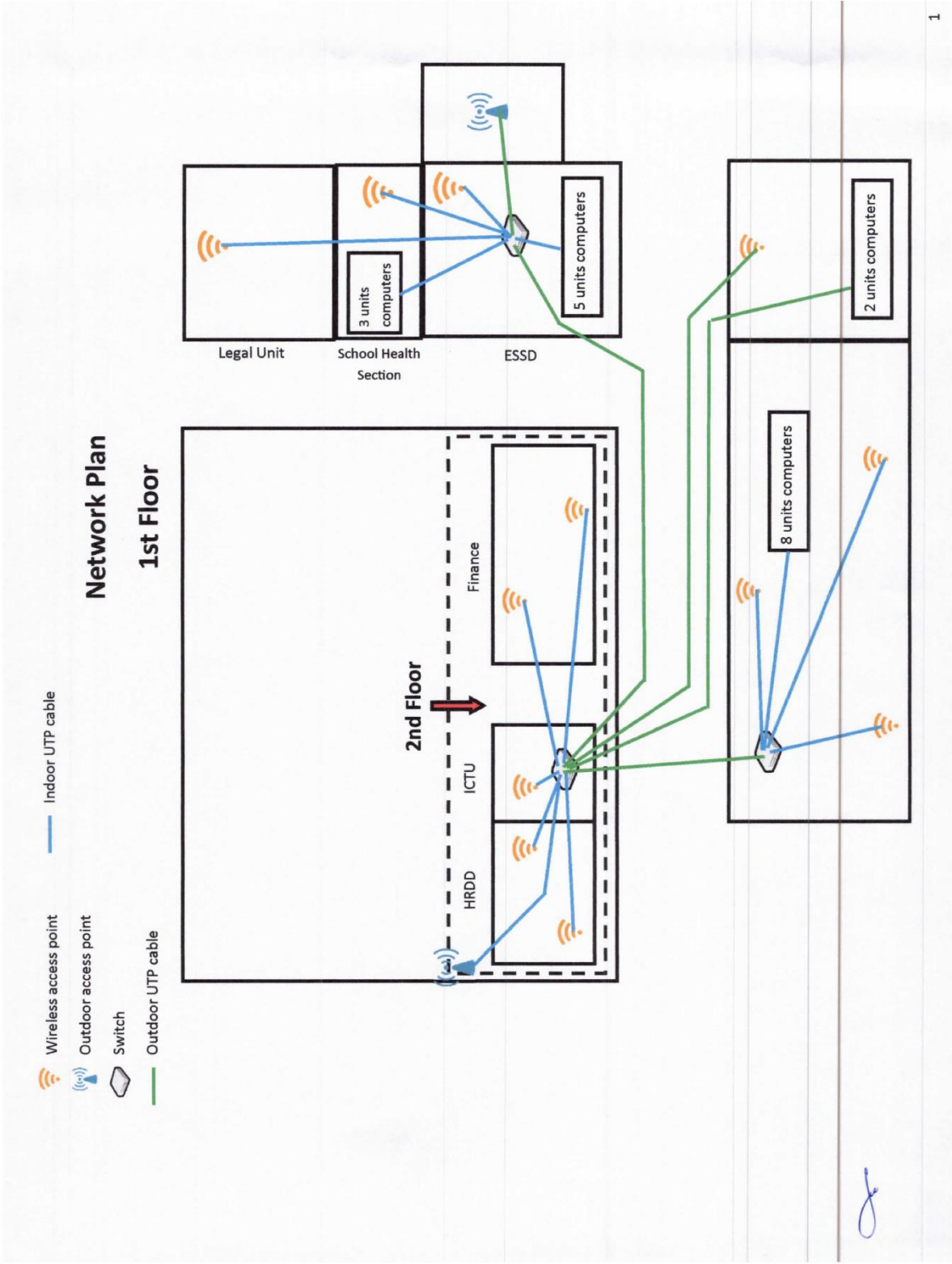
1. Air-conditioning Unit

Technical Specifications:

- Brand New
- Aircon Type: Split
- Cooling Capacity: 2.5HP
- Inverter Technology
- Energy Efficiency Ratio (ERR) Rating: 11.7
- Input Power: Single 230V/60Hz
- Remote Controlled
- Warranty:
 - Five (5) year warranty on compressor
 - One (1) year warranty on parts & labor/service
- All accessories and works necessary to complete the installation and testing must be included.
- Must have user manual.

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Structured Cabling End-to-End Configuration Table

DESTINATION	NO. OF NODES	DEVICE OUTPUT	SOURCE	REMARKS
CLMD	1	switch	ICTU	16-port Switch (device provided by DepEd; installed on a flat rack that is provided by the Supplier)
	3	Wireless access point/s	CLMD	
	8	computer	CLMD	
PAU	2	computer	ICTU	
	1	Wireless access point/s	ICTU	
ESSD	1	switch	ICTU	16-port Switch (device provided by DepEd; installed on a flat rack that is provided by the Supplier)
	1	Wireless access point/s	ESSD	
	5	computer	ESSD	
School Health	3	computer	ESSD	
	1	Wireless access point/s	ESSD	
Legal	1	Wireless access point/s	ESSD	
ORD	2	Wireless access point/s	ICTU	
Finance	2	Wireless access point/s	ICTU	
HRDD	2	Wireless access point/s	ICTU	
ESSD	1	Outdoor access point/s	ESSD	Outdoor access point provided by DepEd
QAD	2	Wireless access point/s	ICTU	
Cash Section	1	Wireless access point/s	ICTU	
OARD	1	Wireless access point/s	ICTU	
PPRD	2	Wireless access point/s	ICTU	
FTAD	4	computer	ICTU	
	1	Wireless access point/s	ICTU	
BAC Sec	1	Wireless access point/s	ICTU	
HRDD Beam (facing Admin)	1	Outdoor access point/s	ICTU	Outdoor access point provided by DepEd
ICTU	1	Wireless access point/s	ICTU	
Lobby	2	Wireless access point/s	ICTU	

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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. CONTENTS OF BID PROPOSAL

- One (1) sealed envelope marked “ORIGINAL Technical & Financial components”
- One (1) sealed envelope marked "COPY-1 of Technical & Financial components"
- One (1) sealed envelope marked "COPY-2 of Technical & Financial components"

II. 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.

III. FINANCIAL COMPONENT ENVELOPE

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

