



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

**INVITATION TO BID**

**PROCUREMENT OF VARIOUS ICT-RELATED EQUIPMENT AND AIR CONDITIONING UNITS FOR DEPED REGIONAL OFFICE VIII USE**

1. The Department of Education Regional Office VIII, through the **Trust Fund (Proceeds from GSIS Insurance)** intends to apply the sum of **Three Million Two Hundred Twenty-Eight Thousand Pesos Only (₱3,228,000.00)**, being the **Approved Budget for the Contract (ABC)** corresponding to the total amount of the **Two (2) Lots** for the **PROCUREMENT OF VARIOUS ICT-RELATED EQUIPMENT AND AIR CONDITIONING UNITS FOR DEPED REGIONAL OFFICE VIII USE** with the detailed payments under the contract for each lot indicated in the table below. Bids received in excess of the ABC for each lot shall be automatically rejected in accordance with Sec. 31.1 of the Revised IRR of RA 9184 at bid opening.

QTY	UNIT	ITEM DESCRIPTION	ABC	BID DOCS PRICE
<b>LOT 1</b>		<b>Procurement of Various ICT-Related Equipment</b>	<b>₱2,559,000.00</b>	<b>₱5,000.00</b>
6	unit	<b>Desktop computer set</b> <b>SPECIFICATIONS:</b> <ul style="list-style-type: none"> <li>▪ 4M Cache, up to 3.7 GHz processor</li> <li>▪ 1TB 7200 rpm storage + 120GB SSD</li> <li>▪ 4GB (1x4GB) 2400MHz DDR4 memory</li> <li>▪ Integrated graphics</li> <li>▪ 20" Monitor</li> <li>▪ Accessories: wired keyboard and mouse</li> <li>Connectivity: DW 1707+BT4.0</li> <li>▪ Optical drive</li> <li>▪ OS: OEM</li> <li>▪ 1-year warranty</li> <li>▪ with Ports and Slots</li> <li>▪ with standard warranty</li> </ul>		
20	unit	<b>Laptop computer</b> <b>SPECIFICATIONS:</b> <ul style="list-style-type: none"> <li>▪ Processor: 2GHZ Based Speed with Turbo Speed: at Least 4-core &amp; 8-Thread 4MB Cache</li> <li>▪ Memory: 2 x 4GB DDR4 or 1 x 8GB DDR4</li> <li>▪ Monitor: Screen Size Minimum 13", Resolution: Min. 1920 x 1080 (Full HD), 1080p, Anti-Glare LED-Backlit or IPC Technology</li> <li>▪ Storage: 1TB SSD; Audio: 6/1W Speaker x2 Built-in Speakers, 3.55mm standard headphone jack</li> </ul>		



QTY	UNIT	ITEM DESCRIPTION	ABC	BID DOCS. PRICE
		<ul style="list-style-type: none"> <li>▪ Camera: Built-in; Connectivity: Wireless LAN 802.11 b/g/n/ac, Bluetooth, Built-in wireless screen mirroring</li> <li>▪ Ports: 1x USB 3.0 or 3.1-Type C, 1x Combo Audio Jack, 1xHDMI/Micro HDMI</li> <li>▪ Keyboard: US English Layout, Standard Size</li> <li>▪ Mouse: Optical Bluetooth Connection</li> <li>▪ Headset: Over-the-Head, 3.5mm audio jack connection</li> <li>▪ Touchpad: Multi-touch or Touch Pad with 2 Buttons</li> <li>▪ Power Adapter: Type-C or Standard AC/DC Adapter</li> <li>▪ HDD Partition: Drive C (system) and Drive D(data), any key to restore the Host laptop in its original system state in case of breakdown, Trusted Platform Module (ISO/IEC 11889) integrated to a chip on the computer</li> <li>▪ With standard warranty</li> </ul>		
3	unit	<b>Multifunction Photocopier</b>		
		<p>Specifications: Document Management System - archiving software &amp; appliance; MFD with full archiving, store, manage secure, search retrieve and share, 8 index tags to file your documents, automatically index documents thru built-in forms OCR feature, search a document by any combination of the index tags, search via and word in the document (via OCR), only authorized user may access the file through configurable authority and access level, Version Control feature (check-in/check-out), audit trail function, O/S LINUX UBUNTO; 8GB memory, 1TB hard-disk, 5 user licensed, 1 admin licensed Network Color Scanner: Push scan (via control panel), Pull scan (TWAIN -compliant application), Color &amp; B/W, Push Scan 100-600 dpi, PULL scan: 75, 100, 150, 200, 300, 400, 600 dpi; 50 dpi to 9600 dpi via user setting, TIFF, PDF, PDF/A, encrypted PDF, JPEG, XPS, scan to email/desktop FTO server, network folder (smb)/USB drive; Engine speed: A4 max: 26 ppm, A3 max: 15ppm; dimensions: W x D x H: 620x730mm; Weight Approx: 45kg, with standard warranty</p>		
2	unit	<b>Heavy Duty Scanner</b>		
		<p>SPECIFICATIONS</p> <ul style="list-style-type: none"> <li>✓ scan speed up to 50 ipm;</li> <li>✓ 1200 DPI scanning;</li> <li>✓ easy File Management Software for convenient scans,</li> <li>✓ network connectivity,</li> <li>✓ Auto Document Feeder (ADF)</li> <li>✓ With standard warranty</li> </ul>		
11	Unit	<b>Scanner</b>		
		<p>SPECIFICATIONS:</p> <ul style="list-style-type: none"> <li>✓ Duty cycle up to 3,000 pages per day</li> <li>✓ Scan speed up to 26ppm/52ipm (300dpi)</li> </ul>		

QTY	UNIT	ITEM DESCRIPTION	ABC	BID DOCS PRICE
		<ul style="list-style-type: none"> <li>✓ One-pass duplex scanning</li> <li>✓ Easily scan, edit and manage documents for processing or integrate them into cloud services</li> <li>✓ Scan 50gsm to 209gsm, with standard warranty</li> </ul>		
1	unit	<p><b>Camera</b></p> <p><b>MINIMUM SPECIFICATIONS</b></p> <p><b>Camera Body and 28-70 mm Zoom Lens</b></p> <ul style="list-style-type: none"> <li>• 24.2 MP 35 mm full-frame CMOS sensor with back-illuminated design</li> <li>• Sensitivity range up to ISO 51200 (expandable to ISO 50-204800 for stills)</li> <li>• Fast Hybrid AF with 693 phase-detection and 425 contrast-detection AF points</li> <li>• High-speed continuous shooting of up to 10fps2 with AF/AE tracking</li> <li>• 4K HDR3 4 movie recording capability</li> </ul> <p><b>LENS COMPATIBILITY:</b> Compatible Lens</p> <p><b>SENSOR TYPE</b></p> <p>35 mm full frame (35.6 x 23.8 mm), R CMOS sensor</p> <p><b>NUMBER OF PIXELS (EFFECTIVE)</b></p> <p>Approx. 24.2 megapixels</p> <p><b>ISO SENSITIVITY (RECOMMENDED EXPOSURE INDEX)</b></p> <p>Still images: ISO 100-51200 (ISO numbers up from ISO 50 to ISO 204800 can be set as expanded ISO range.), AUTO (ISO 100-12800, selectable lower limit and upper limit), Movies: ISO 100-51200 equivalent (ISO numbers up ISO 102400 can be set as expanded ISO range.), AUTO (ISO 100-12800, selectable lower limit and upper limit)</p> <p><b>BATTERY LIFE (STILL IMAGES)</b></p> <p>Approx. 610 shots (Viewfinder) / approx. 710 shots (LCD monitor) (CIPA standard)31</p> <p><b>VIEWFINDER TYPE</b></p> <p>1.3 cm (0.5 type) electronic viewfinder (color), XGA OLED</p> <p><b>MONITOR TYPE</b></p> <p>7.5 cm (3.0-type) type TFT</p> <p><b>INCLUSIONS</b></p> <p>Compatible AC Adapter, Accessory shoe cap, Body cap, Eyepiece cup, Lens cap, Lens hood, Lens rear cap, Micro USB cable, compatible Rechargeable battery, Shoulder strap, Compatible Heavy-Duty Tripod, with standard warranty</p>		

QTY	UNIT	ITEM DESCRIPTION	ABC	BID DOCS PRICE
9	units	<b>Air Conditioner, inverter, split type, 2HP</b> ✓ Branded with free installation, ✓ Power Requirements: 230V / 60Hz Power Consumption: 1,540 watts, ✓ Cooling Capacity: 18,990 kj/hr, Energy Saving, ✓ Dual Inverter Compressor, ✓ Active Energy Control, ✓ Auto Cleaning, Auto Operation (AI) Allergy Filter, ✓ Dry (Dehumidification) Operation ✓ Sleep Mode, ✓ Gold Fin Copper Condenser Warranty <b>WARRANTY TERM</b> Compressor: 5 years Labor : Parts and Service: 1 year		
3	units	<b>Air Conditioner, inverter, window type, 2HP</b> ✓ Branded with free installation, ✓ 2.0 HP, Dual Inverter Compressor, ✓ Power Consumption-1,590 Watts, ✓ Energy Saving, Anti-bacterial Filter, ✓ Sleep Mode, Window Inverter, Fast Cooling, Cooling Capacity=18,000 Kj/h <b>WARRANTY TERM</b> Compressor: 5 years Labor : Parts and Service: 1 year		
<b>TOTAL ABC:</b>				<b>₱ 3,228,000.00</b>

**Important Note/s:**

- **Procurement** for items mentioned above shall be **grouped in Two (2) Lots.**
- **All devices/equipment** delivered shall have appropriate **product and service warranties.**
- **Delivery shall be within Sixty (60) Calendar Days** from the receipt of **Notice to Proceed (NTP) of the supplier.**
- **To be delivered to DepEd Regional Office VIII c/o Asset Management Section.**

2. The Department of Education, Regional Office VIII now invites bids for the **PROCUREMENT OF VARIOUS ICT-RELATED EQUIPMENT AND AIR CONDITIONING UNITS FOR DEPED REGIONAL OFFICE VIII USE.** Delivery of Goods is required within Sixty (60) Calendar Days. Bidders should have completed, within the last Five (5) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184.

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 the Department of Education Regional Office VIII and inspect the Bidding Documents at the address given below during 8:00 a.m. to 5:00 p.m.

5. A complete set of **Bidding Documents may be acquired by the interested bidders starting on the day it is posted in PhilGEPS**, from DepEd Regional Office No. VIII, BAC Secretariat, located at Government Center, Candahug, Palo, Leyte, and DepEd Regional Office No. VIII website, [region8@deped.gov.ph](mailto:region8@deped.gov.ph). and upon payment of the applicable fee for Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **FIVE THOUSAND PESOS (PhP5,000.00)** for LOT 1, and **ONE THOUSAND PESOS (PhP1,000.00)** for LOT 2. The Procuring Entity shall allow the bidder to present its proof of payment of the fees in person to **the DepEd Regional Office No. VIII Cashier**.

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](mailto:bac.region8@deped.gov.ph)), and the official payment receipt with the Bid Documents shall be sent to the bidder through email.

Bidding Documents may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided Bidders shall pay the non-refundable fee for the Bidding Documents.

6. The Department of Education, Regional Office VIII will hold a **Pre-Bid Conference on May 22, 2023, 10:00 AM** at the **DepEd Regional Office VIII, Candahug, Palo, Leyte**, through video conferencing via **MICROSOFT TEAMS**, which shall be open to prospective bidders.

7. Bids must be received by the BAC Secretariat, DepEd Regional Office VIII, Candahug, Palo, Leyte 6501 either **through manual/physical submission or through courier on or before 10:00 a.m. of June 5, 2023**. Late Bids shall not be accepted.

8. All bids must be accompanied by a Bid Securing Declaration, or any form of Bid Security and amount indicated in ITB Clause 14.

9. **Bid opening shall be on June 5, 2023, 10:15 AM at the DepEd Regional Office VIII, Candahug, Palo, Leyte.** *Physical attendance of bidders/representatives during the Pre-Bid Conference/ Bid Opening activities shall not be allowed during the COVID-19 pandemic.*



10. Participants are informed that the **Pre-Bid Conference and Opening of Bids during the COVID-19 Pandemic shall be broadcast**/shared to prospective bidders who wish to attend the said procurement activities online, **via Microsoft Teams**. Hence, **interested bidders shall provide** the BAC Secretariat ([bac.region8@deped.gov.ph](mailto:bac.region8@deped.gov.ph)) **their respective Gmail addresses at least one (1) day before, so that they can join the procurement videoconference(s).**


ACTIVITY	DATE & TIME OF CONDUCT	VENUE
Pre-Bid Conference	<b>May 22, 2023</b>   10:00 AM	DepEd Regional Office VIII, Candahug, Palo, Leyte
Opening of Bids	<b>June 5, 2023</b>   10:15 AM	

11. The Department of Education, Regional Office VIII reserves the right to reject any and all bids, declare a failure of bidding, or not award a contract at any time prior to contract award, in accordance with Section 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

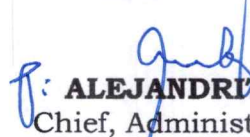
12. For further information, please refer to:

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