



Republic of the Philippines
Department of the Interior and Local Government
Regional Office XIII – Caraga Region
Brgy. Doongan, Butuan City, Philippines

PHILIPPINE BIDDING DOCUMENTS

for

**The Procurement of ICT Resources
for MITHI –Office Productivity
2024-03-096**

**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



Republic of the Philippines
Department of the Interior and Local Government
Region 13 (Caraga)

INVITATION TO BID
FOR

**The Procurement of ICT Resources for
MITHI – Office Productivity**

1. The **Department of the Interior and Local Government (DILG) Region XIII - Caraga** through the **General Appropriations Act (GAA) FY 2024**, intends to apply the sum of **Three Million Five Hundred Twelve Thousand Pesos (Php 3,512,000.00)** being the ABC to payments under the contract for **The Procurement of ICT Resources for MITHI-Office Productivity** with project number **2024-03-096**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **DILG XIII-Caraga Regional Office** now invites bids for the above Procurement Projects, in accordance with the provisions under Appendix 31 of the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184. Delivery, testing and inspection shall be delivered within **thirty (30) calendar days**. Bidders should have completed, within **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) 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 the office of **DILG XIII-Caraga Regional Office** and inspect the Bidding Documents at the address given

below during working hours from 8:00 AM to 5:00 PM, Mondays to Fridays, except holidays.

5. A complete set of Bidding Documents may be acquired by interested Bidders on **8 April 2024** from the given address 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 (Php 5,000.00) only**. A bidder is allowed to pay the applicable fee via cash at the Procuring Entity's Office and shall present a proof of payment to the BAC Secretariat on or before the deadline of submission of bid, or they may send a copy thru the email address given below.
6. The DILG XIII- Caraga Region will hold a **Pre-Bid Conference** on **17 April 2024, at 1:00 PM** at the **Local Government Regional Resource Center (LGRRC) of DILG XIII-Caraga Regional Office, Butuan City**.
7. Bids must be duly received by the BAC Secretariat through **manual submission** at the **DILG XIII-Caraga Regional Office, Purok 1-A, Barangay Doongan, Butuan City, on or before 1:30 PM of 29 April 2024. 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 **29 April 2024, 1:30 PM** at the office address of the Procuring Entity stated below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **DILG XIII-Caraga Region** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

BIDS AND AWARDS COMMITTEE

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT XIII

CARAGA REGIONAL OFFICE

Purok 1-A, Barangay Doongan, Butuan City

documents.dilg13@gmail.com

(085) 975 9230

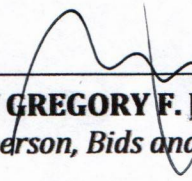
<http://caraga.dilg.gov.ph/>

12. You may visit the following websites:

For downloading of Bidding Documents:

- a. DILG XIII-Caraga website: <http://caraga.dilg.gov.ph/>
- b. PhilGEPS website at <https://philgeps.gov.ph/>

Issued this 8th day of April 2024.



RAY GREGORY F. JARANILLA
Chairperson, Bids and Awards Committee

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, **Department of the Interior and Local Government (DILG) Region XIII-Caraga**, wishes to receive Bids for **The Procurement of ICT Resources for MITHI-Office Productivity**, with identification number **2024-03-097**.

The Procurement Project (referred to herein as “Project”) is composed of **eight (8) 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 *FY 2024* in the total amount *Three Million Five Hundred Twelve Thousand Pesos (Php 3,512,000.00)*.

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 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. The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

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

7. Subcontracts

- 7.1. The 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 at its physical address DILG XIII- Caraga Regional Office, Purok 1-A, Barangay Doongan, Butuan City.

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 **five (5) years** prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.

- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:

- a. For Goods offered from within the Procuring Entity's country:
- i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in 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:

- a. **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 for **one hundred twenty (120) calendar days** from the Bid Opening. 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 **three (3) copies** 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 at its physical address 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 (1) Project having several items that shall be awarded as one contract.
- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.2. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest

Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

Section III. Bid Data Sheet

Bid Data Sheet

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <ul style="list-style-type: none"> a. Procurement of ICT Resources for MITHI – Office Productivity b. Completed within five (5) years prior to the deadline for the submission and receipt of bids.
7.1	Subcontracting is not allowed
12	The price of the Goods shall be quoted DDP DILG Regional Office XIII – Caraga Region, or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ul style="list-style-type: none"> a. The amount of not less than Seventy Thousand Two Hundred Forty Pesos (Php 70,240.00), 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 One Hundred Seventy-Five Thousand Six Hundred Pesos (Php 175,600.00) if bid security is in Surety Bond.
20.2	<p>For purposes of post-qualification, the Procuring Entity requires the Bidder with the Lowest Calculated Bid (LCB) to submit the following documentary requirements within a non-extendible period of five (5) calendar days from receipt by the bidder of the notice the DILG XIII-Caraga Regional BAC that it submitted the LCB:</p> <ul style="list-style-type: none"> 1. The latest income tax returns and business tax returns filed and paid through the BIR Electronic Filing and Payment System (EFPS): <ul style="list-style-type: none"> <i>Note: The latest income and business tax returns are those within the last six (6) months preceding the date of bid submission.</i> 2. Valid and subsisting Platinum Certificate of PhilGEPS Registration with Annex “A” documents. 3. Other appropriate licenses and permits required by law.

Section IV. General Conditions of Contract

1. Scope of Contract

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

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

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

2. Advance Payment and Terms of Payment

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

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

3. Performance Security

Within **ten (10) calendar days from receipt of the Notice of Award** by the Bidder from the Procuring Entity but in no case later than 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 *{[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 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

Special Conditions of Contract

GCC Clause	
1	<p>The Procuring Entity's address for Notices is:</p> <p>Department of the Interior and Local Government Region XIII Caraga Regional Office Purok 1-A, Barangay Doongan, Butuan City Email: documents.dilg13@gmail.com Telephone: (085) 975 9230 Website: http://caraga.dilg.gov.ph/</p>
2	<p>Additional requirements for the completion of this Contract shall be provided below.</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>The delivery terms applicable to the Contract are DDP delivered. In accordance with INCOTERMS.</p> <p>The delivery terms applicable to this Contract are delivered to DILG XIII-Caraga Regional Office. 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 DILG XIII- Caraga Regional Office are Mr. Ray Gregory F. Jaranilla, LGMED Chief/BAC Chairperson and Mr. Edgardo T. Cubillas, GSS Chief/BAC Head Secretariat.</p> <p>Delivery schedule shall be coordinated to Mr. Cubillas through email at dilg13bacsec2023@gmail.com at least two (2) working days before the intended delivery date.</p> <p>Incidental Services -</p>

The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:

- 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:

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.

	<p>The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of seven (7) years.</p> <p>Spare parts or components shall be supplied as promptly as possible, but in any case, within fifteen (15) days of placing the order.</p>
	<p>Packaging –</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit.</p> <p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p>

	<p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <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>Payment shall be made through Land Bank's LDDAP-ADA/Bank Transfer facility, within thirty (30) days after the submission of Billing and User Acceptance of the product. Bank Transfer fee shall be charged against the creditor's account.</p>
3	<p>Within five (5) 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</p>
4	<p>The inspection and test shall be undertaken at the DILG XIII-Caraga Regional Office Building, Purok 1-A, Barangay Doongan, Butuan City.</p> <p>Acceptance Parameters: Only items that conform to the technical specifications shall be accepted.</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.

Lot No.	Item and Description	Quantity	Unit Cost per Item	Delivery Schedule
1	Television (TV)	2	25,000.00	Shall not exceed thirty (30) calendar days upon supplier's receipt of the Notice to Proceed
2	Tablet	2	50,000.00	
3	DSLR Camera	1	55,000.00	
4	Office Productivity Software	66	19,000.00	
	Antivirus and Cyber security Software	66	3,000.00	
5	Online Design and Visual Communication Platform	5	5,000.00	
	Image Editing Software	5	20,000.00	
	Video Editing Software	10	4,000.00	
	Mobile Video Editing Tool	8	6,000.00	
	Cloud-based Productivity and Collaboration Software	2	20,000.00	
	Online Flipbook Software	2	11,000.00	
6	DSLR Camera Lens	2	49,000.00	
	DSLR Camera Lens Hood	2	1,000.00	
	DSLR Camera Lens Filter	2	2,000.00	
	DSLR Battery	2	3,000.00	
	DSLR Dummy Battery	2	3,000.00	
	Camera Stabilizer	2	16,000.00	
	Portable Aluminum Tripod for DSLR Camera	2	8,500.00	
	Microphone for DSLR Camera	1	23,000.00	
	Wireless Microphone for DSLR Camera	1	11,000.00	
	SD Card	2	1,700.00	
	SD Card Reader	2	750.00	

	Capture Card, Audio Video Capture Card with Microphone 4K HDMI Loop-Out	2	2,000.00	
	Ring Light Photo Studio Photography	1	2,000.00	
	Teleprompter	2	35,000.00	
	Drone	1	36,500.00	
7	System Unit	25	26,000.00	
	External Hard Drive 1TB Capacity	10	5,000.00	
	Desktop Monitor	10	5,000.00	
	Uninterruptible Power Supply (UPS)	8	2,500.00	
	Cordless Barcode Scanner	1	19,000.00	
	3 in 1 Modular Crimping Tool	2	800.00	
	Document Scanner	6	31,000.00	
	All in One Printer	10	15,000.00	
	HDMI Switcher	2	2,000.00	
	Electric Blower	2	2,000.00	
	Video Conferencing Camera	1	49,000.00	
8	Computer-Aided Design Application	1	80,000.00	

Section VII. Technical Specifications

Technical Specifications

The Procurement of ICT Resources for MITHI – Office Productivity

Lot No.	Terms of Reference/Specifications	Statement of “COMPLY” or “NOT COMPLY”	
Lot 1	TELEVISION (TV) - (2 UNITS)		
	Product Type	LED	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Display	at least 55” 4K 3,840 x 2,160 resolution 60Hz	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Video	at least Picture Engine Crystal Processor 4K at least HDR (High Dynamic Range)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Audio	at least Adaptive Sound at least Bluetooth Audio	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Accessory Included	Wall Mount Support	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Smart Service	Smart TV Web Browser	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Smart Feature	Wi-Fi Direct Remote Access Sound Mirroring	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Ports	At least 1x USB Port At least 3x HDMI Ports Ethernet (LAN)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Connectivity	Wi-Fi Bluetooth 4.2 or Higher	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply	

Lot 2	TABLET - (2 UNITS)		
	CPU	64-bit Octa-core 3.36GHz or equivalent	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Memory	8GB RAM	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Storage	128GB ROM	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Display	11.0 in	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Operating System	At least Android 13 or equivalent OS	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Camera	12MP Front/Rear Camera	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Battery	8400 Milliampere hours (mAh)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Connectivity	Wi-fi or with Nano-Sim	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Accessories Included	Wireless Stylus Pen USB-C Charger Cable Power Adapter/Charger Tablet Book/Flip Cover (preferably with DILG Logo)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Warranty	At least One (1) year for on-site parts, labor & battery	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Other Requirements	Preferably with Custom Boot-up DILG Logo	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply	

Lot 3	DSLR CAMERA - (1 UNIT)		
	Megapixel & Sensor	24.1MP or Higher	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Lens	EF-S 18-55mm f/4-5.6 IS STM Lens or Higher	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply

	Mount	EF/EF-S	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	LCD Screen	3" 1.04m-Dot Vari-Angle Touchscreen LCD or Higher	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Video Recording	Full HD 1080p Video recording at 60 fps or higher	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	ISO	Native ISO 100-25600, Extended to ISO 51200 or Higher	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Continuous Shooting	Up to 5fps (OVF with AI Servo AF), 5fps (One-Shot AF), 3.5fps (Servo AF)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Warranty	At least One (1) year for parts, labor and battery	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply

Lot 4	i. OFFICE PRODUCTIVITY SOFTWARE - (66 PCS)		
	Word Processing Features	Text formatting (fonts, styles, sizes, colors, etc.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Spell check and grammar check	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Headers, footers, and page numbering	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Tables and Columns	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Mail Merge Functionality	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Track Changes and Comments for Collaboration	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Integration with cloud storage services for easy access and sharing	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		File Saving (other formats include image file types)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Spreadsheet Features	Formulas and functions for calculations and data analysis	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Data visualization tools such as charts and graphs	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Pivot Tables for Summarizing and analyzing large datasets	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Conditional formatting to highlight data based on specific criteria	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Data Validation to control the type and format of data entered	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Collaboration features for multiple users to work on the same spreadsheet simultaneously	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		File Saving (other formats include image file types)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Presentation Features	Slide Templates and themes for professional-looking presentations
	Multimedia Support (images, videos, audio)		<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Animation and Transition effects between slides		<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Speaker notes for presentation rehearsal and reference		<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply

	Collaboration tools for co-authoring presentations in real-time	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Compatibility with various file formats for sharing and presenting	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	File saving (other formats include image file types)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Compatibility and Interoperability	Support for various file formats, including those from other office productivity suites.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Cross-platform compatibility to work on different operating systems (Windows, macOS, Linux, etc.)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Others	Perpetual License	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
ii. ANTIVIRUS AND CYBERSECURITY SOFTWARE - (66 PCS)		
Platform Compatibility	Offers antivirus software for various platforms, including Windows, macOS, iOS and Android	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	The Software is compatible with the latest versions of operating systems on each platform	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Core Antivirus Protection	Provides real-time protection against viruses, malware, ransomware, spyware, and other online threats	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Advanced threat detection technologies such as behavioral analysis, machine learning, and cloud-based scanning are employed to identify and block malicious activities	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Firewall Protection	Built-in firewall protection helps monitor and control incoming and outgoing network traffic, preventing unauthorized access and potential security breaches	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Web Protection	Web-filtering and anti-phishing features help block malicious websites and prevent users from accessing harmful content or falling victim to online scams and phishing attacks.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Secure Online Transactions	It includes features to secure online transactions and banking activities, protecting sensitive information such as credit card details and login credentials from interception by cybercriminals.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Privacy Protection	Privacy Protection features help safeguard users' personal information and digital identities by preventing unauthorized access to sensitive data and blocking	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply

		tracking technologies used by advertisers and data brokers.	
	Multi-Layered Defense	Employs a multi-layered defense approach, combining signature-based detection, heuristic analysis, behavioral monitoring, and cloud-based threat intelligence to provide comprehensive protection against evolving cyber threats	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Performance Optimization	Bitdefender antivirus software is designed to have minimal impact on system performance, with optimized scanning algorithms and resource-efficient operation	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Automatic Updates	The software receives regular updates to ensure it stays up-to-date with the latest threat definition, security patches, and performance improvements	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Centralized Management	For Business and enterprise customers, Bitdefender offers centralized management consoles and cloud-based management platforms for easy deployment, monitoring and administration of antivirus protection across multiple endpoints	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Other	Annual Subscription	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply

Lot 5	i. ONLINE DESIGN AND VISUAL COMMUNICATION PLATFORM - (5 ANNUAL SUBSCRIPTION)		
	Platform Compatibility	Available as a web-based application accessible through any modern web browser	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Offers mobile apps for iOS and Android devices, allowing users to create and edit designs on the go	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	User Interface	Intuitive and user-friendly interface designed for users of all skill levels	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Drag-and-drop functionality for easy design creation and customization	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Access to vast library templates, images, graphics and elements to speed up the design process	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Design Tools	Comprehensive set of design tools for text editing, image manipulation, shape drawing, and layout customization	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Options for resizing, rotating, and arranging elements within designs.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply

	Support for layers and transparency for more complex designs	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Template Library	Extensive collection of professionally designed templates across various categories and themes.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Templates are fully customizable, allowing users to personalize them with their own content and branding	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Graphics and Elements	Access to a large library of graphics, illustrations, icons, stickers, and other design elements	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Search and Filter Options to find specific graphics based on keywords, categories, or styles	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Text and Typography	Wide selection of fonts and typography styles to choose from	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Text editing tools for adjusting font size, color, alignment, spacing, and effects	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Image Editing	Basic image editing tools for cropping, resizing adjusting brightness/contrast, and applying filters.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Integration with stock photo libraries for access to high-quality royalty-free images.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Collaboration and Sharing	Collaboration features allow multiple users to work on the same design in real-time	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Sharing options for sharing designs with team members of clients via email, social media, or link sharing	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Brand Kit	Brand Kit feature allows users to save brand colors, fonts, logos, and other assets for easy access and consistency across designs	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Integration with Third-Party Tools	Integration with various third-party platforms and services such as Dropbox, Google Drive, and Mailchimp for seamless workflow integration.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Output options	Export options for downloading designs in various file formats including PNG, JPEG, PDF, and more	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Option to print designs directly from Canva or other printed products through Canva Print	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Others	Annual Subscription	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
ii. IMAGE EDITING SOFTWARE – (5 LICENSES)		

Platform Compatibility	Available for both Windows and macOS operating system	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Supports 64-bit architecture for optimal performance.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
User Interface	Intuitive and customizable user interface (UI) with panels, toolbars, and workspace layouts that can be tailored to individual preferences.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Dark and light interface themes available.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Image Editing Tools	Comprehensive set of editing tools for selection, cropping, retouching, cloning, healing, and painting.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Support for layers, masks, adjustment layers, and blending modes for non-destructive editing.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Advanced Selection Tools	Range of selection tools including Marquee, Lasso, Magic Wand, Quick Selection, and Pen tools.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Advanced selection features such as Select Subject and Select and Mask for precise and automated selections.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Image Correction and Enhancement	Extensive range of adjustment tools and filters for color correction, exposure adjustment, sharpening, noise reduction, and more.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Camera Raw integration for processing and enhancing raw image files.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Content-Aware Tools	Content-Aware Fill, Content-Aware Move, Content-Aware Scale, and Content-Aware Crop tools for intelligent image editing and manipulation.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Text Tools	Versatile text tools for adding and formatting text layers, including options for character and paragraph formatting, text effects, and typography.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Drawing and Painting	Painting and drawing tools including brushes, pencils, pens, and erasers	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Support for pressure-sensitive tablets and styluses for natural brushwork.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
3D Editing	3D modeling and texturing capabilities for creating and editing 3D objects and scenes	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Lighting, rendering, and texture mapping options for realistic 3D effects.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>

Content Creation	Tools for creating graphics, illustrations, icons, patterns, and textures.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Support for vector shapes, smart objects, and vector masks.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Workflow Automation	Actions and batch processing for automating repetitive tasks and workflows.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Support for scripting and integration with third-party plugins and extensions for extended functionality.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Output Options	Export options for a wide range of file formats including JPEG, PNG, TIFF, PSD, PDF, and more.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Support for web optimization, print preparation, and multi-resolution exports.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
iii. VIDEO EDITING SOFTWARE – (10 ANNUAL SUBSCRIPTION)		
Platform Compatibility	Available for both Windows and macOS operating systems.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	It supports 64-bit architecture for optimal performance on modern hardware.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
User Interface	Features an intuitive and user-friendly interface designed for users of all skill levels.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	The interface includes a timeline-based editing workspace with customizable panels and toolbars.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Video Editing Tools	offers a wide range of video editing tools for cutting, trimming, splitting, merging, and cropping video clips	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Users can apply various visual effects, transitions, filters, and overlays to enhance their videos.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Audio Editing	includes audio editing tools for adjusting volume, adding background music, and applying audio effects	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Users can also record voiceovers directly within the software.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Text and Titles	Provides a library of text presets, titles, and animations for adding captions, titles, and subtitles to videos.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Users can customize text fonts, colors, sizes, and animations to match their video style.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Effects and Filters	Offers a collection of built-in effects, filters, overlays, and	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>

	elements for adding creative touches to videos.	
	Users can apply color grading, motion graphics, picture-in-picture effects, and more.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Transitions	Includes a variety of transition effects for smoothly transitioning between video clips.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Users can choose from preset transition styles or customize transition duration and settings.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Green Screen	Features a green screen (chroma key) tool for compositing videos and adding custom backgrounds or overlays.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Users can remove green screen backgrounds and replace them with images or videos of their choice.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Split Screen	Offers a split-screen feature for creating dynamic multi-layered video compositions.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Users can divide the screen into multiple sections and display different videos simultaneously.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Audio Effects	includes a library of audio effects and sound effects for enhancing the audio in videos	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Users can apply equalization, noise reduction, reverb, and other audio effects to improve sound quality.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Export Options	supports a wide range of video formats for exporting finished projects, including MP4, AVI, MOV, WMV, and more	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Users can specify export settings such as resolution, frame rate, and compression options.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Others	Annual Subscription	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
iv. MOBILE VIDEO EDITING SOFTWARE -(8 ANNUAL SUBSCRIPTION)		
Platform Compatibility	Available for mobile devices, including iOS and Android smartphones and tablets.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	It can be downloaded and installed from the Apple App Store for iOS devices and Google Play Store for Android devices.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
User Interface	Features an intuitive and user-friendly interface designed for ease of use on mobile devices.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	The interface includes a timeline-based editing workspace with intuitive controls and editing tools.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>

Video Editing Tools	Offers a variety of video editing tools for cutting, trimming, splitting, merging, and cropping video clips.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Users can adjust video speed, apply transitions, and add text, stickers, and effects to their videos.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Filters and Effects	Provides a collection of filters, effects, and presets for adding visual enhancements to videos.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Users can apply color grading, adjustments, and stylized effects to achieve the desired look and feel	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Transitions	Includes a selection of transition effects for smoothly transitioning between video clips.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Users can choose from preset transition styles or customize transition duration and settings.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Text and Titles	Offers text and title tools for adding captions, titles, and subtitles to videos.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Users can customize text fonts, colors, sizes, and animations to enhance their videos.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Stickers and Emojis	Features a library of stickers, emojis, and animated elements for adding fun and creative touches to videos.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Users can easily drag and drop stickers onto their videos and adjust their position and size.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Music and Sound Effects	Provides a selection of royalty-free music tracks and sound effects for adding audio to videos.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Users can import their own music or audio files to customize their videos.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Video Export	supports exporting videos in various formats and resolutions	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Users can choose from different export settings such as resolution, frame rate, and compression options.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Social Media Integration	Allows users to directly share their edited videos to social media platforms such as TikTok, Instagram, YouTube, and Facebook.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Cloud Backup and Sync	May offer cloud backup and sync features to allow users to access and continue editing their projects across multiple devices.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Others	Annual Subscription	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>

v. CLOUD-BASED PRODUCTIVITY AND COLLABORATION SOFTWARE – (2 ANNUAL SUBSCRIPTION)		
Core Applications	<p>includes a set of core productivity applications:</p> <ul style="list-style-type: none"> - Gmail for email communication. - Google Drive for file storage and collaboration. - Google Calendar for scheduling and time management. - Google Docs for word processing. - Google Sheets for spreadsheets. - Google Slides for presentations - Google Meet for video conferencing and online meetings. - Google Forms for creating surveys and quizzes. - Google Sites for building websites and intranets. 	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Cloud-Based Platform	cloud-based, allowing users to access their documents, files, and applications from any device with an internet connection	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Files and documents are stored securely in Google Drive, with automatic synchronization across devices.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Collaboration Features	Real-time co-authoring allows multiple users to edit documents simultaneously.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Comments, suggestions, and revision history tracking facilitate collaboration and feedback.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Shared folders and files in Google Drive enable seamless collaboration on projects	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Security and Privacy	Two-factor authentication (2FA) enhances account security.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Data encryption in transit and at rest ensures data privacy and confidentiality.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Advanced threat detection and prevention mechanisms safeguard against phishing, malware, and other cyber threats.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Customization and Integration	Custom email addresses and branding options for professional communication.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>

	Integration with third-party applications and services through the Google Workspace Marketplace.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	APIs and developer tools for building custom workflows and integrations.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Scalability and Flexibility	Designed to scale with businesses of all sizes, from small startups to large enterprises.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Flexible pricing plans and subscription options cater to different organizational needs and budgets.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Mobile Compatibility	Applications are available on mobile devices through native mobile apps for Android and iOS platforms.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Mobile apps offer a consistent user experience and full access to productivity tools on the go	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Customer Support	Provides customer support through various channels, including online help resources, community forums, and direct customer support for business and enterprise customers.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Regular Updates and Enhancements:	receives regular updates and feature enhancements, ensuring users have access to the latest tools, security updates, and improvements	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Others	Annual Subscription	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
vi. ONLINE FLIPBOOK SOFTWARE – (2 ANNUAL SUBSCRIPTION)		
	Flipbook Creation	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Document conversion	Capability to convert PDF, images (JPEG, PNG, etc.), and Office documents (Word, PowerPoint, Excel) into interactive flipbooks.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Interactive Flipbooks	Conversion of static documents into dynamic, page-flipping digital publications	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Support for interactive elements such as multimedia (audio, video), hyperlinks, buttons, and animations.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Customization Options	Ability to customize the appearance and layout of flipbooks, including background, colors, themes, and templates.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Options to add logos, branding, and watermarks to publications.	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
Responsive Design	Ensuring that flipbooks are responsive and can adapt to	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>

		different screen sizes and orientations, providing a consistent viewing experience across devices.	
	Offline Accessibility	Option to enable offline access to flipbooks, allowing users to download and view publications without an internet connection.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Sharing and Distribution	Support for sharing flipbooks via email, social media, and embedding on websites.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Option to generate QR codes for easy access to flipbooks on mobile devices.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Cross-Platform Compatibility	Compatibility with various operating systems (Windows, macOS, Linux) and web browsers (Chrome, Firefox, Safari, Edge, etc.).	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Others	Annual Subscription	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply

Lot 6	i. DSLR CAMERA LENS - (2 PCS)		
	Angle of View (Diagonal)	74°20'~11°30' or higher	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Angle of View (Horizontal)	64°30'~9°30' or higher	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Angle of View (Vertical)	45°30'~6°20' or higher	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Closest Focusing Distance (m, ft.)	0.39/1.3	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Construction (Groups Elements)	12-16	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Diameter x Length (mm) (Approx.)	77.4 x 96	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Filter Size	67 mm or higher	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Max. Magnification (x)	0.28	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Min. Aperture	22~36 or higher	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	ii. DSLR CAMERA LENS HOOD - (2 PCS)		
	Size	10x10x5 cm	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Weight	0.3 kg	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	iii. DSLR CAMERA LENS FILTER - (2 PCS)		
	Filter Type	Variable ND	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Variable ND	0.3 (1-Stop) to 2.6 (8.6-Stop)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Circular Size	67 mm Filter Thread	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Coatings	Multi-Coating	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	iv. DSLR CAMERA BATTERY -(2 PCS)		
	Battery Capacity	At least 1000mAh	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	v. DSLR DUMMY BATTERY -(2 PCS)		
	Cable Type	USB Adapter Cable	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Cable Length	At least 1.5m Cable Length	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	vi. CAMERA STABILIZER -(2 UNITS)		
	Compatible Devices	Camera, Cellphone	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Product Dimensions	10.08"D x 23.23"W x 11.54"H	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Item Weight	1850 Grams	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply

Maximum Weight	3.6 Kilograms	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	3-axis motorized gimbal head	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Auto-tune feature for quick gimbal calibration	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	integrated follow focus knob	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	remote camera control	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	button to switch between 3 sets of costum settings	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	fully configurable using smartphone app	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	12 hour battery life	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
vii. PORTABLE ALUMINUM TRIPOD FOR DSLR CAMERA -(2 PCS)		
	at least 74-inch max extend lightweight tripod	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	360 degrees free adjustment of the head	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
viii. MICROPHONES FOR DSLR CAMERA-(1 UNIT)		
Battery	70-hr run time via 9v	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Shockmount	Integrated Shoe/Pole	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Compatible Devices	DSLR Cameras and Portable Records	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Active Electronics	JFET impedance converter	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Frequency Range	40Hz - 20kHz (selected HPF @80)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Maximum SPL	134dB SPL	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Sensitivity	-32.0dB re 1 Volt/Pascal (20.00mV @ 94 dB SPL) +/- 2 dB @ 1kHz	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Equivalent Noise Level (A-Weighted)	14dBA	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Acoustic Principle	100 (H) x 75 (W) x 170 (D)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	gain and Bass Roll-off	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Power switch with LED	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	widescreen reduces wind noise	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
ix. WIRELESS MICROPHONES FOR DSLR CAMERA -(1 UNIT)		
Compatible Devices	DSLR cameras, Consumer camcorders, Laptop, iPhone, and Android with Stable Signal Transmission	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Real-time Monitoring & Mono/Stereo	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Fast Charging & Portable	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Ultra-long Battery Life	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Wide Compatibility	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Headphone output jack on receiver for real-time monitoring	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Charging box	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	3.5mm TRS to TRS output cable for Cameras	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	USB-C Charging Cable	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Lavalier Microphone	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Mic Clip	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	1transmitter and 1 receiver	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply

	Fur windshield	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Foam Windscreen	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
x. SD CARD- (2 PCS)		
Storage	128 GB	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
xi. SD CARD READER- (2 PCS)		
		<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
xii. CAPTURE CARD, AUDIO VIDEO CAPTURE CARD with MICROPHONE 4K HDMI LOOP-OUT- (2 PCS)		
Compatibility	Compatible for windows 7/8/10/11	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Resolutions	Atleast 4K HDMI Game Capture Card	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Atleast HD 1080P 60fps Signal Loop Out	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Audio	3.5mm Microphone and Audio Input/output Port	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Wide Compatible with Multiple Systems	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
xiii. RING LIGHT PHOTO STUDIO PHOTOGRAPHY- (1 PC)		
	26 cm ring Light	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	2 meters long tripod stand	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Rotation head	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Remote control for lights	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
xiv. TELEPROMPTER- (2 UNITS)		
Beamsplitter Ratio	70/30	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Beamsplitter Shape	Rectangular	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Beamsplitter Material	Glass	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Monitor Size	15" / 38.1 cm or higher	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Maximum Brightness	300 cd/m2	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Resolution	1024 x 738 higher	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Aspect Ratio	4:3 or higher	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Viewing Angle (H x V)	160 x 170°	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Inputs/Outputs 1 x Composite (RCA) Input	1 x VGA Input 1 x SDI (BNC) Input 1 x HDMI Unspecified Version Input	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
System Connection	1 x USB-A	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Output Voltage	12 VDC at 5 A	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Power Consumption	10 W	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Remote Wireless Range	32.8' / 10 m	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Software	OS	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Height Adjustment	1.6" / 40 mm	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
xv. DRONE - (1 UNIT)		
Video Capture Resolution	4k Capture Resolution	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	12 mp effective Still resolution	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Connectivity	usb connectivity technology	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Maximum Range	4000 meters maximum range	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Wireless communication Tech.	Ocusync 2.0	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Battery cell composition	lithium polymer battery cell composition	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply

	Celsius operation temp.	40 degrees	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		remote control	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Spare Propellers (Pair) ×3	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		RC Cable (Lightning connector) ×1	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Spare Control Sticks (Pair) ×1	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Remote Controller x 1	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Aircraft x 1	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Shoulder Bag × 1	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Type-C Cable × 1	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Propeller Holder × 1	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		18W USB Charger ×1	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		RC Cable (USB-C connector) ×1	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Two-Way Charging Hub ×1	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Spare Screw × 18	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Screwdriver × 1	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Intelligent Flight Battery × 3	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		RC Cable (Micro USB connector) ×1	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		rechargeable battery	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		3 lithium polymer batteries	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply

Lot 7	i. SYSTEM UNIT - (25 UNITS)		
	RAM	Atleast 8gb ram	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Memory Capacity	1 tb SSD NVME	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Product Collection	Latest Generation Processor	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Total Cores	6	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Total Threads	12	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Max Turbo Frequency	4.30 GHz	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Processor Base Frequency	2.90 GHz	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Cache	12 MB	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Max Memory Size	128gb	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Graphics Base Frequency	350MHz	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Graphics Max Dynamic Frequency	1.10GHz	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Graphics Video Max Memory	64gb	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	4k Support	60Hz	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Ports	At least 4 2.0 USB ports At least 2 3.0 USB ports VGA port HDMI port DVI port Ethernet port Audio Jack ports	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	ii. EXTERNAL HARD DRIVE 1TB CAPACITY - (10 PCS)		
	Memory Capacity	at least 1tb	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	iii. DESKTOP MONITOR - (10 PCS)		
	Size	19 inch or Higher	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Ratio	16:10	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply

Pixel	1440 x 900 Pixels	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Refresh Rate	60Hz	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Video Port (at least 2 or more)	HDMI, VGA, DVi	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
iv. UNINTERRUPTIBLE POWER SUPPLY (UPS 650 VA/ 3908) - (8 PCS)		
Input/Output Voltage	220VAC	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Unit Frequency	50hz-60hz	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Capacity VA/Wattage	650VA/455watts	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Transfer Time	With less than 10 mins. Transfer time including direction time	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Overload	as load over 130% UPS protection	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Sealed lead acid maintenance-free	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	discharge protection and battery fault caution	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	audible Alarm battery mode	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
v. CORDLESS BARCODE SCANNER- (1 UNIT)		
Compatibility Devices	compatible to Laptop/Desktop	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Connectivity	Wireless, Bluetooth, RS232, USB Cable	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Number of Battery	1 Lithium Ion batteries required. (included)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Lower Temperature Rating	32 Degrees Fahrenheit	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Maximum Storage Temperature	158 Degrees Fahrenheit	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Operating Voltage	5 Volts	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Warranty	1 Year Warranty	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
vi. 3 IN 1 MODULAR CRIMPING TOOL- (2 PCS)		
		<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
vii. DOCUMENT SCANNER - (6 UNITS)		
Optical Resolution	600 dpi	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Max Resolution	1200x1200 dpi	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Scan Size	2x2 Minimum	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Daily duty cycle	Atleast 3000 or higher sheets daily	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Scan Speed	at least 70 ppm simplex scan Speed	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Maximum scan size	8.5 x 240	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Connectivity	USB 2.0 or 3.0 connectivity and wireless	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Form Factor	Lavalier/Lapel	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Compatible brand	Universal	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	50 sheet ADF	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	file management & OCR software included 35 ipm duplex scan speed	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
viii. ALL-IN-ONE PRINTER- (10 UNITS)		
Printer Type	Inkjet	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Memory Capacity	128 MB	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Power Source	AC 220 to 240 V 50/60 Hz	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Power Consumption	Copying *4: Approx. 16 W Ready *5: Approx. 3 W Sleep *5: Approx. 0.8 W Power Off *5 *6: Approx. 0.2 W	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Weights	8.7 kg	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply

USB	Use a USB 2.0 interface cable that is no longer than 2 m	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
LAN	Use an Ethernet UTP cable category 5 or greater.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Wireless LAN	IEEE 802.11b/g/n (Infrastructure) IEEE 802.11g/n (Wi-Fi Direct)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
ix. HDMI SWITCHER- (2 PCS)		
Ports	3 HDMI Input 1 HDMI Output	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
x. ELECTRIC BLOWER- (2 UNITS)		
Power Consumption	700 watt power consumption	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Type:	Electric	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Free Changing between vacuum sucker and blower	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
xi. VIDEO CONFERENCING CAMERA/SYSTEM- (1 UNIT)		
Camera Resolution	1080p or higher	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Pan-Tilt-Zoom	Ability to pan (rotate horizontally), tilt (tilt vertically), and zoom remotely, providing flexibility in adjusting the camera's field of view	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Smooth and precise motorized movements for seamless control during video conferences.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Optical Zoom	Optical zoom capability to magnify distant objects without sacrificing image quality.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Variable zoom range to accommodate different room sizes and layouts.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	At least 20x zoom	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Field of View (FOV)	Wide-angle lens with a broad field of view to capture everyone in the room, even in larger meeting spaces.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Low-Light Performance	Enhanced low-light sensitivity and noise reduction technology for clear imaging even in dimly lit environments.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Audio Features:	Built-in microphone(s) for capturing audio within the room.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Advanced audio processing for echo cancellation and noise reduction to ensure clear audio transmission.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Optional support for external microphones or audio systems for larger rooms or specialized audio requirements.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Connectivity Options	USB connectivity for plug-and-play compatibility with various video conferencing platforms and software.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply

		Possibly HDMI or other video output options for connecting to display screens or other AV equipment.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Support for standard communication protocols such as USB Video Class (UVC) and USB Audio Class (UAC).	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Control	Remote control capabilities for adjusting camera settings and PTZ functions	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Compatibility with remote control units, software-based controls, or third-party control systems for integration into larger AV setups.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Mounting and Installation	Versatile mounting options for easy installation on walls, ceilings, or tripods.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Adjustable brackets or mounting hardware to accommodate different room configurations.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
	Compatibility:	Compatibility with popular video conferencing platforms and software applications, such as Zoom, Microsoft Teams, Cisco Webex, etc.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
		Support for multiple operating systems, including Windows, macOS, and Linux.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply

Lot 8	COMPUTER-AIDED DESIGN APPLICATION- (1 PC)		
Operating System Requirements	Microsoft® Windows® 10 (64-bit only)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply	
	Microsoft Windows 8.1 with Update KB2919355 (32-bit & 64-bit)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply	
	Microsoft Windows 7 SP1 (32-bit & 64-bit)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply	
Processor	2.5 GHz (3+ GHz recommended)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply	
	3.0 GHz or greater recommended for large datasets, 3D modeling, or rendering	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply	
RAM	8 GB (16 GB recommended)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply	
	16 GB or more recommended for large datasets, 3D modeling, or rendering	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply	
Display Resolution	1920 x 1080 with True Color (3840 x 2160 recommended)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply	
Display Card	1 GB GPU with 29 GB/s Bandwidth and DirectX 11 compliant (4 GB GPU with 106 GB/s Bandwidth and DirectX 11 compliant recommended)	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply	

	Disk Space	7.0 GB free disk space for installation	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
		Solid State Drive (SSD) recommended	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Pointing Device	MS-Mouse compliant	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
		3Dconnexion® certified device	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	.NET Framework	.NET Framework Version 4.8 or later	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Browser	Google Chrome™ (for AutoCAD web app)	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Connectivity	Internet connection for license registration and subscription prerequisite	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
		Network license supported in Windows Server 2016 and Windows Server 2019	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
	Software	Microsoft Internet Explorer 11 or later	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>
		Adobe Flash Player 22 or later	<input type="checkbox"/> <i>Comply</i> <input type="checkbox"/> <i>Not Comply</i>

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

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) **in accordance with Section 8.5.2 of the IRR**; (new format per GPPB Resolution No. 15-2021);

Technical Documents

- (b) 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, which shall contain the following mandatory provisions:
 1. Names of outstanding Contracts;
 2. Contracting party (government agency or private company);
 3. Contract Date;
 4. Contract Period; and
 5. Contract Amount or Value.
 6. Kinds of Goods
 7. Dates of Delivery

; and

- (c) 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, which shall contain the following mandatory provisions:
 1. Name of the Completed Contract;
 2. Contract Date;
 3. Contract Period;
 4. Contract Amount or Value; {at least 50% of ABC}
 5. Date of Completion/Delivery Date
 6. End-user's Acceptance/Official Receipts/Sales Invoice issued for the Contract
 7. Definition or description of the similar project.

; and

- (d) Original copy of Bid Security (2%*ABC). If in the form of a Surety Bond (5%*ABC), submit also a certification issued by the Insurance Commission **or** Original copy of Notarized Bid Securing Declaration;
and

- (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable;
and

- (f) 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

- (g) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC), which shall contain the following mandatory provisions:
 1. ABC to be bid;
 2. Amount or value of bidder's current assets based on audited Financial Statements (AFS);
 3. Amount or value of bidder's current liabilities based of AFS; and
 4. Amount or value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid;

or A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, which shall contain the following mandatory provisions:

1. ABC to be bid
2. Amount, which should be at least equal to ten (10%) percent of the ABC; and
3. Name of issuing foreign Universal or Commercial Bank, as confirmed or authenticated by a local Universal or Commercial Bank.

Class "B" Documents

- (h) 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.

II. FINANCIAL COMPONENT ENVELOPE

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

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

- (k) *[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.
- (l) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

BIDS AND AWARDS COMMITTEE (BAC)

PROJECT NAME:	PROCUREMENT OF ICT RESOURCES FOR MITHI – OFFICE PRODUCTIVITY
PROJECT ID NO.:	2024-03-096
LOCATION OF THE PROJECT:	DILG XIII – CARAGA REGIONAL OFFICE, PUROK 1-A, BARANGAY DOONGAN, BUTUAN CITY
APPROVED BUDGET FOR THE CONTRACT (ABC)	PHP 3,512,000.00

PROCUREMENT TIMELINES

Procurement Stage	Start Date	End Date
Advertisement	April 8, 2024	April 15, 2024
Pre-bid Conference	April 17, 2024	
Submission/Opening of Bids	April 29, 2024	
Bid Evaluation	April 30, 2024	
Post Qualification	May 2, 2024	
Issuance of Notice of Award	To be Announced (T-BA)	(TBA)
Contract Preparation and Signing	(TBA)	(TBA)
Notice to Proceed	(TBA)	(TBA)

