



DEPARTMENT OF ENERGY

(Kagawaran ng Enerhiya)

Procurement Management Division

3F DOE Main Bldg., Energy Center, Rizal Drive Bonifacio

Global City, Taguig City, Philippines 1632

Telephone No.: (02) 3479-2900 local 383

Facsimile: (02) 8541-4105

Email address:

BIDDING DOCUMENTS

**1ST PB CY2025 – PROCUREMENT FOR THE SUPPLY AND
DELIVERY OF DOE’S ICT EQUIPMENT UNDER ISSP FOR
CY2025**

(Purchase Request No. 05-0101-2025-EP-0045)

**6th Edition
July 2020**

Section I. Invitation to Bid



**PROCUREMENT FOR THE SUPPLY AND DELIVERY OF DOE'S ICT EQUIPMENT
UNDER ISSP FOR CY2025**

1. The **Department of Energy (DOE)** is undertaking **Procurement for the Supply and Delivery of DOE's ICT Equipment under ISSP for CY2025** and intends to apply the sum of **Php24,710,000.00** that will be sourced from the **FY 2025 GAA**, being the Approved Budget for the Contract (ABC) to payments for the contract under **Purchase Request No. 05-0101-2025-EP-0045**. This procurement is having **twelve (12) lots**, and bidders may bid for all lots or any of the lot. Bids received in excess of the ABC for each item in the lot shall be automatically rejected at bid opening.

Lot	Item	Unit	Qty.	Unit Cost	Allocated Budget for the Contract (Php)
1	1. Laptop Computer (High-end A) without numkey	Unit	55	120,000.00	16,525,000.00
	2. Laptop Computer (High-end B) with numkey	Unit	10	120,000.00	
	3. Laptop Computer (Standard A) without numkey	Unit	68	80,000.00	
	4. Laptop Computer (Standard B) with numkey	Unit	25	80,000.00	
	5. Desktop Computer (Standard)	Unit	11	85,000.00	
	6. Network Attached Storage	Unit	1	350,000.00	
2	1. Document Scanner A	Unit	28	65,000.00	3,150,000.00
	2. Document Scanner B	Unit	1	130,000.00	
	3. Document Scanner C (High Speed)	Unit	6	200,000.00	
3	1. All-In-One Printer	Unit	27	50,000.00	1,400,000.00
	2. Inkjet A3 Multi-Function Printer	Unit	1	50,000.00	
4	1. Display Monitor	Unit	7	60,000.00	420,000.00
5	1. Camera A	Unit	1	55,000.00	205,000.00
	2. Camera B	Unit	1	100,000.00	
	3. Webcam	Unit	1	50,000.00	
6	1. Tablet A	Unit	2	50,000.00	820,000.00
	2. Tablet B	Unit	10	72,000.00	
7	1. Portable Projector	Unit	4	65,000.00	360,000.00
	2. Short Throw Projector	Unit	2	50,000.00	
8	1. Video Conferencing System	Set	2	100,000.00	380,000.00
	2. Audio and Video Conferencing Equipment	Set	1	180,000.00	

9	1. UPS 3KVA (Rack Servers)	Unit	2	200,000.00	400,000.00
10	1. Interactive Display	Unit	1	200,000.00	200,000.00
11	1. Drone	Unit	2	350,000.00	700,000.00
12	1. A3 Flatbed Scanner	Unit	3	50,000.00	150,000.00
Total ABC:				24,710,000.00	

2. The DOE now invites bids for **Procurement for the Supply and Delivery of DOE’s ICT Equipment under ISSP for CY2025**. Delivery of the Goods and Services is **Sixty (60) Calendar Days** upon receipt of Notice to Proceed. Bidders should have completed, within **two (2) 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, otherwise known as the “Government Procurement Reform Act”.

Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the 2016 revised IRR of RA No. 9184.

4. **The DOE is implementing an Alternative Work Arrangement setting the office working days of DOE is from Mondays to Thursdays** and interested bidders may obtain further information from *Department of Energy – Procurement Management Division* and inspect the Bidding Documents at the address given below during office hours from Mondays to Thursdays 8:00am to 4:00pm.

Procurement Management Division
Department of Energy
DOE Main Building, Energy Center,
Rizal Drive, Bonifacio Global City
Taguig City, Philippines 1632

The DOE is implementing its digital Order of Payment System. Bidders are advised to:

1. Call the Procurement Management Division at 84792900 local 383 or send email to jlabad@doe.gov.ph, marcuevas@doe.gov.ph a day before their payment, with the following information:
 - a. Company Name
 - b. Title of Item to Bid
 - c. Contact Person
 - d. Contact Number
 - e. At least two (2) official email addresses

2. The supplier should respond “Yes” to the email that will be sent by DOE regarding the payment.
3. The Supplier will receive from DOE Accounting an approved Order of Payment.
4. The Supplier should present the approved Order of Payment to the DOE Treasury during payment and provide copy to Procurement Management Division or upon submission of Bid.
5. In case of Bank Payment the Supplier shall ensure that the amount paid is as reflected in the Order of Payment and sent a copy of the Bank Deposit Slip together with the approved Order of Payment to the email address above or upon submission of Bid

The DOE also accepts payment for the bid documents through bank payment (Landbank of the Philippines), **the amount to be paid thru Bank payment should be exclusive of bank and other charges:**

Payment for	:	Bidding Documents for [Item to be Bidded]
Payee Account Name:	:	DOE Trust Fund
New Account No.	:	3982-1098-59
Swift Code	:	TLBPPHMM
Beneficiary Address :	:	Department of Energy, Energy Center, BGC, Taguig City

Copy of the payment receipt must be emailed to:

Jaymee Joy A. Deogracias:

bacsecretariat@doe.gov.ph or jdeogracias@doe.gov.ph

5. For pre-bid conference purposes, the bid documents may be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity. The bidder shall pay the Bidding Documents not later than the submission of their bids.

Bidders are encouraged to download a copy of the Bid Documents for pre-bid conference purposes instead of physically securing a hard copy at the DOE-BAC Secretariat office.

6. A complete set of Bidding Documents may be acquired by interested Bidders on **23 January 2025** from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to Section 5 of Appendix 8 of the 2016 IRR of RA 9184

Lot	Item	Qty.	Bid Documents Fee (Php)
1	1. Laptop Computer (High-end A) without numkey	55	16,000.00
	2. Laptop Computer (High-end B) with numkey	10	
	3. Laptop Computer (Standard A) without numkey	68	
	4. Laptop Computer (Standard B) with numkey	25	
	5. Desktop Computer (Standard)	11	
	6. Network Attached Storage	1	
2	1. Document Scanner A	28	3,000.00
	2. Document Scanner B	1	
	3. Document Scanner C (High Speed)	6	
3	1. All-In-One Printer	27	1,500.00
	2. Inkjet A3 Multi-Function Printer	1	
4	1. Display Monitor	7	500.00
5	1. Camera A	1	500.00
	2. Camera B	1	
	3. Webcam	1	
6	1. Tablet A	2	500.00
	2. Tablet B	10	
7	1. Portable Projector	4	500.00
	2. Short Throw Projector	2	
8	1. Video Conferencing System	2	500.00
	2. Audio and Video Conferencing Equipment	1	
9	1. UPS 3KVA (Rack Servers)	2	500.00
10	1. Interactive Display	1	500.00
11	1. Drone	2	500.00
12	1. A3 Flatbed Scanner	3	500.00
Total ABC:			25,000.00

The Department of Energy will hold a Pre-Bid Conference on **06 February 2025** which **will start at 08:00 AM** at the DOE – **Audio Visual Room** DOE BAC Main Office.

7. Bids must be duly received by the BAC through manual submission at the office address indicated below on or before **08:00 AM of 20 February 2025** or submission could be made through courier service provided it will be stamped-received by the DOE Records Management Division or the BAC Secretariat on or **08:00 AM of 20 February 2025**. Online submission is not yet available. Late bids shall not be accepted.

Annex Lobby
Procurement Management Division
Department of Energy

**DOE Main Building, Energy Center,
Rizal Drive, Bonifacio Global City
Taguig City, Philippines 1632**

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 **20 February 2025** at **09:00AM**, DOE – Audio Visual Room, DOE-Main Building. The bidder’s authorized representative, as stated in the bid submission, is required to attend the Bid Opening at the DOE AVR. Bids will be opened in the presence of the bidders’ representatives.

Department of Energy
DOE Main Building, Energy Center,
Rizal Drive, Bonifacio Global City
Taguig City, Philippines 1632

10. To minimize errors in the preparation of bids, bidders are strongly enjoined to send the person or representative actually preparing their bids to attend/participate in the Pre-bid Conference. The bidders’ representative shall carefully consider all the discussions during the Pre-bid Conference and be guided by them in the preparation of bids.

Official communication or notification shall be sent through the official email provided by the suppliers and are considered official and duly received by the supplier even without confirmation of such receipt.

11. The **Department of Energy** 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.
12. For further information, please refer to:

Jaymee Joy A. Deogracias
Procurement Management Division
DOE Main Bldg., Energy Center,
Rizal Drive Bonifacio Global City,
Taguig City, Philippines 1632
Email address: bacsecretariat@doe.gov.ph
Telephone/Facsimile: (02) 3479-2900 local 383 (02) 8541-4105
Website: www.doe.gov.ph

(sgd)

Usec. Giovanni Carlo J. Bacordo
Chairperson
Bids and Awards Committee

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, Department of Energy wishes to receive Bids for the **Procurement for the Supply and Delivery of DOE's ICT Equipment under ISSP for CY2025** under **Purchase Request No. 05-0101-2025-EP-0045**.

2. Funding Information

2.1. The GOP through the source of funding from GAA for **FY2025**, in the amount of **Php24,710,000.00**

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 at least fifty percent (50%) of the ABC.

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

6. Origin of Goods

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

7. Subcontracts

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

8. Pre-Bid Conference

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

9. Clarification and Amendment of Bidding Documents

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

10. Documents comprising the Bid: Eligibility and Technical Components

10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in Section VIII (Checklist of Technical and Financial Documents).

10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed **within two (2) years** prior to the deadline for the submission and receipt of bids.

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

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule is inclusive of all Value added tax and all other applicable taxes and charges and shall be entered separately in the following manner:
 - a. For Goods offered from within the Procuring Entity's country:
 - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in e.
 - b. For Goods offered from abroad:
 - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

13. Bid and Payment Currencies

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid

evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.

13.2. Payment of the contract price shall be made in: Philippine Pesos

14. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

14.2. The Bid and bid security shall be valid **until 20 June 2025**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

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

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

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

16. Deadline for Submission of Bids

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

17. Opening and Preliminary Examination of Bids

17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

18. Domestic Preference

18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated “*passed*,” using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.

19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB Clause 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	For this purpose, contracts similar to the Project shall be: <ul style="list-style-type: none"> a. Provision of services for the supply and delivery of ICT equipment. b. Completed within two (2) years prior to the deadline for the submission and receipt of bids
7.1	Subcontracting is not allowed
10.1	Brochures of products being offered is part of the submission for post qualification
12	The price of the Goods shall be quoted DDP – Department of Energy or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: <ul style="list-style-type: none"> a. Not less than 2% of the Total ABC of bid, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. Not less than 5% of the Total ABC of bid, if bid security is in Surety Bond.
15.	Each Bidder shall submit one (1) original and two (2) copies of the first and second components of its bid.
20.2	No further Instructions

Section IV. General Conditions of Contract

1. **Scope of Contract**

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

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

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

2. **Advance Payment and Terms of Payment**

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

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

3. **Performance Security**

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

4. **Inspection and Tests**

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

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

5. Warranty

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

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

6. Liability of the Supplier

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

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

Section V. Special Conditions of Contract

Special Conditions of Contract

GCC Clause	
1	<p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p>“The delivery terms applicable to the Contract are DDP delivered Department of Energy, Taguig City. In accordance with INCOTERMS.”</p> <p>“The delivery terms applicable to this Contract are Department of Energy, Taguig City. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is: Mr. Raul C. Drapete – Chief ITMS-ISD</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 this Contract are delivered at DOE Main 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>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</p>

into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.

Transportation

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.

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.

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.

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.

Intellectual Property Rights –

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.

2.2	<p>The terms of payment shall be as follows:</p> <p>TERMS OF PAYMENT</p> <p>The 100% payment shall be processed within 30 days upon submission of the required documents, subject to 5% retention.</p>
4	Inspection and Tests: As stated in the TOR/Specifications
5.1	No further instructions

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	Qty	Delivery
	Procurement for the Supply and Delivery of DOE's ICT Equipment under ISSO for CY2025		
1	1. Laptop Computer (High-end A) without numkey	55	Sixty (60) Calendar Days upon receipt of Notice to Proceed
	2. Laptop Computer (High-end B) with numkey	10	
	3. Laptop Computer (Standard A) without numkey	68	
	4. Laptop Computer (Standard B) with numkey	25	
	5. Desktop Computer (Standard)	11	
	6. Network Attached Storage	1	
2	1. Document Scanner A	28	
	2. Document Scanner B	1	
	3. Document Scanner C (High Speed)	6	
3	1. All-In-One Printer	27	
	2. Inkjet A3 Multi-Function Printer	1	
4	1. Display Monitor	7	
5	1. Camera A	1	
	2. Camera B	1	
	3. Webcam	1	
6	1. Tablet A	2	
	2. Tablet B	10	
7	1. Portable Projector	4	
	2. Short Throw Projector	2	
8	1. Video Conferencing System	2	
	2. Audio and Video Conferencing Equipment	1	
9	1. UPS 3KVA (Rack Servers)	2	
10	1. Interactive Display	1	
11	1. Drone	2	
12	1. A3 Flatbed Scanner	3	

Section VII. Technical Specifications/ Terms of Reference

TERMS OF REFERENCE						Bidder's Compliance
PROCUREMENT FOR THE SUPPLY AND DELIVERY OF ICT EQUIPMENT FOR DOE ISSP FY2025						
I. OBJECTIVE						
<p>To procure ICT equipment for the various Bureaus, Offices, and Services under the Information System Strategic Plan (ISSP) FY2025 to support the efficient delivery of services by the Department of Energy (DOE) to its stakeholders.</p>						
II. APPROVED BUDGET FOR THE CONTRACT (ABC): Php24,710,000.00						
III. DELIVERABLES						
Lot	Item	Unit	Qty.	Unit Cost	Allocated Budget for the Contract (Php)	
1	1. Laptop Computer (High-end A) without numkey	Unit	55	120,000.0 0	16,525,000.00	
	2. Laptop Computer (High-end B) with numkey	Unit	10	120,000.0 0		
	3. Laptop Computer (Standard A) without numkey	Unit	68	80,000.00		
	4. Laptop Computer (Standard B) with numkey	Unit	25	80,000.00		
	5. Desktop Computer (Standard)	Unit	11	85,000.00		
	6. Network Attached Storage	Unit	1	350,000.0 0		
2	1. Document Scanner A	Unit	28	65,000.00	3,150,000.00	
	2. Document Scanner B	Unit	1	130,000.0 0		
	3. Document Scanner C (High Speed)	Unit	6	200,000.0 0		
3	1. All-In-One Printer	Unit	27	50,000.00	1,400,000.00	
	2. Inkjet A3 Multi-Function Printer	Unit	1	50,000.00		
4	1. Display Monitor	Unit	7	60,000.00	420,000.00	
5	1. Camera A	Unit	1	55,000.00	205,000.00	
	2. Camera B	Unit	1	100,000.0 0		
	3. Webcam	Unit	1	50,000.00		
6	1. Tablet A	Unit	2	50,000.00	820,000.00	

	2. Tablet B	Unit	10	72,000.00	
7	1. Portable Projector	Unit	4	65,000.00	360,000.00
	2. Short Throw Projector	Unit	2	50,000.00	
8	1. Video Conferencing System	Set	2	100,000.00	380,000.00
	2. Audio and Video Conferencing Equipment	Set	1	180,000.00	
9	1. UPS 3KVA (Rack Servers)	Unit	2	200,000.00	400,000.00
10	1. Interactive Display	Unit	1	200,000.00	200,000.00
11	1. Drone	Unit	2	350,000.00	700,000.00
12	1. A3 Flatbed Scanner	Unit	3	50,000.00	150,000.00
Total ABC:					24,710,000.00

IV. TECHNICAL SPECIFICATIONS

LOT - 1	
1. FIFTY-FIVE (55) Units LAPTOP – HIGH-END A (Without NumKey): ABC = 6,600,000.00	
Operating System	Windows 11 Pro
Processor	At least 10 cores, 12 Threads, 12MB Cache, Frequency up to 5GHz
Graphics	At least 4GB of graphics memory
Display	At least 14.0-inch, OLED, 400 nits or higher, non-touch screen
Memory	At least 16GB LPDDR5 on board
Storage	1TB M.2 PCIe NVMe SSD
Standard Ports	At least 2x USB Type-A (3.2) At least 1x Thunderbolt 4 (USB Type-C), compliant with USB4, supports display / power delivery 1x HDMI 2.1 1x Headphone / microphone combo jack (3.5mm) Laptop Security Slot
Keyboard & Touchpad	Backlit Keyboard - English (US), Touchpad
Camera	Built-in 1080p FHD IR with Privacy Shutter
Speaker & Microphone	Built-in speaker Built-in array microphone
Wireless Connectivity	Wi-Fi 6E(802.11ax); Bluetooth 5.x
LAN	100/1000Mbps Gigabit Ethernet; or USB to LAN Adapter
Battery	At least 50Wh

Power Supply	USB Type-C, AC Adapter 100~240V AC
Military Grade	Military-grade standard MIL-STD-810H
Security	Fingerprint sensor
Accessories	Laptop Security Cable; Stereo headset with mic, wireless mouse with pad, backpack/carry bag
Warranty	At least 2 years warranty on parts and on-site services
2. TEN (10) Units LAPTOP - HIGH- END B (With NumKey): ABC = Php1,200,000.00	
Operating System	Windows 11 Pro
Processor	At least 14 cores, 20 Threads, 24MB Cache, Frequency up to 4.7 GHz
Graphics	At least 4GB of graphics memory
Display	At least 14.0-inch, OLED, 400 nits or higher, non-touch screen
Memory	At least 16GB DDR4 on board; Support at least one SO-DIMM module
Storage	1TB M.2 PCIe NVMe SSD
Standard Ports	At least 2x USB Type-A (3.2) At least 1x Thunderbolt 4 (USB Type-C), compliant with USB4, supports display / power delivery 1x HDMI 2.1 1x Headphone / microphone combo jack (3.5mm) Laptop Security Slot
Keyboard & Touchpad	Backlit Keyboard with Number Key, Touchpad
Camera	Built-in 1080p FHD camera with Privacy shutter
Speaker & Microphone	Built-in speaker Built-in array microphone
Wireless Connectivity	Wi-Fi 6E(802.11ax); Bluetooth 5.x
LAN	100/1000Mbps Gigabit Ethernet; or USB to LAN Adapter
Battery	At least 80Wh
Power Supply	USB Type-C, AC Adapter, 100~240V AC
Casing Materials	Military-grade standard MIL-STD-810H
Security	Fingerprint sensor
Accessories	Laptop Security Cable; Stereo headset with mic, wireless mouse with pad, backpack/carry bag;
Warranty	At least 2 years warranty on parts and on-site services

3. SIXTY-EIGHT (68) Units LAPTOP - STANDARD A (Without Numkey): ABC = Php5,440,000.00	
Operating System	Windows 11 Pro
Processor	At least 10 Cores, 12 Threads, Max Frequency,4.6GHz, 12MB Cache
Graphics	At least 4GB of graphics memory
Display	At least 14.0-inch WUXGA (1920 x 1200)
Memory	At least 16GB DDR4 or DDR5
Storage	512GB M.2 PCIe NVMe SSD
Speaker & Microphone	Built-in speaker Built-in array microphone
Camera	Built-in HD 720p with Privacy Shutter
Battery	At least 40Wh
Power Adapter	65W USB Type-C
Keyboard & Touchpad	Backlit Keyboard - English (US), Touchpad
Wireless Connectivity	Wi-Fi 6E(802.11ax); Bluetooth 5.x
LAN	100/1000Mbps Gigabit Ethernet; or USB to LAN Adapter
Standard Ports	At least 2x USB Type-A (3.2) At least 1x USB Type-A (2.0) At least 1x USB Type-C 3.2 1x HDMI 2.1 1x Headphone / microphone combo jack (3.5mm) Laptop Security Slot
Casing Materials	Military-grade standard MIL-STD-810H
Security	Fingerprint sensor
Accessories:	Laptop Security Cable; Stereo headset with mic, wireless mouse with pad, backpack/carry bag
Warranty:	At least 2 years warranty on parts and on-site services
4. TWENTY-FIVE (25) Units LAPTOP - STANDARD B (With NumKey): ABC = Php2,000,000.00	
Operating System	Windows 11 Pro
Processor	At least 8 cores, 12 Threads, 12MB cache, Frequency up to 4.6 GHz
Graphics	Integrated UHD Graphics
Display	At least 14" WUXGA (1920 x 1200), IPS
Memory	At least 16GB DDR4 or DDR5

Storage	512GB M.2 PCIe NVMe SSD
Speaker & Microphone	Built-in speaker Built-in array microphone
Camera	Built-in HD 720p with Privacy Shutter
Battery	At least 40Wh
Power Adapter	USB Type-C, power adapter
Keyboard Backlight	Backlit Keyboard with Number Key - English (US)
Wireless Connectivity	Wi-Fi 6E(802.11ax); Bluetooth 5.x
LAN	100/1000Mbps Gigabit Ethernet; or USB to LAN Adapter
Standard Ports	At least 1x USB Type-A (3.2)
	At least 1x USB Type-A (2.0)
	At least 1x USB Type-C 3.2
	1x HDMI 2.1
	1x Headphone / microphone combo jack (3.5mm)
	Laptop Security Slot
Casing Materials	Aluminum top cover
Security	Fingerprint sensor
Accessories	Laptop Security Cable; Stereo headset with mic, wireless mouse with pad, backpack/carry bag
Warranty:	At least 2 years warranty on parts and on-site services
5. ELEVEN (11) Units DESKTOP COMPUTER – STANDARD ABC = Php935,000.00	
Operating System	Windows 11 Pro
Processor	At least 20 cores, 33 MB cache, 28 Threads, up to 5.4 GHz
Graphics	UHD Graphics with shared graphics memory
Memory	At least 16GB DDR5, 1x16GB, at 4400 MT/s
Storage	1TB M.2 PCIe NVMe SSD
Standard Ports	1 SATA 2.0 slot 1 SATA 3.0 slot 1 PCIe x16 slot 1 PCIe x1 slot 1 M.2 2230 slot for Wi-Fi and Bluetooth combo card 1 M.2 2230/2280 slot for PCIe solid-state drive 1 SD-card slot (optional)
Keyboard and Mouse	Wired Keyboard and Optical Mouse
Network and Communication	Wi-Fi 6E,802.11ax, MU-MIMO, Bluetooth Wireless card

Monitor Size	24-inch
Computer Casing Type	SFF (Small Form Factor)
Power Supply	180W Bronze internal power supply unit
Warranty	At least 2 years warranty on parts and on-site services.
6. One (1) Unit NETWORK ATTACHED STORAGE ABC = Php350,000.00	
CPU	Number of CPU Core: 4 Architecture: 64-bit Frequency: 2.2 GHz Number of Threads: 8 Hardware Encryption Engine: Yes
Memory	Memory: 4 GB DDR4 ECC SODIMM Pre-installed Memory Module: 4 GB (4 GB x 1) Total Memory Slots: 2 Maximum Memory Capacity: 32 GB (16 GB x 2)
Storage	Drive Bays: 6 Maximum Drive Bays with Expansion Unit: 16 (DX517 x 2) M.2 Drive Slots: 2 (NVMe) Compatible Drive Type*: 3.5" SATA HDD, 2.5" SATA HDD, 2.5" SATA SSD, M.2 2280 NVMe SSD Hot Swappable Drive*: Not supported by M.2 SSD slots
Storage Capacity	2x 4TB M.2 2280 NVMe SSD; 6x 2TB 2.5 SATA SSD;
External Ports	RJ-45 1GbE LAN Port: 4 (with Link Aggregation / Failover support) - USB 3.2 Gen 1 Port*: 3 - eSATA Port: 2
PCIe	PCIe Expansion: 1 x Gen3 x8 slot (x4 link)
Warranty	At least 2 years warranty on parts and on-site services
LOT- 2	
1. TWENTY-EIGHT (28) Units DOCUMENT SCANNER - A ABC = Php1,820,000.00	
Scanner Type	Sheet Fed Scanner
Resolution	600 dpi
Scanning Modes	Front / Back / Duplex
Interface	USB 3.2 Gen1x1/USB 2.0, IEEE802.11b/g/n, 10Base-T/100Base-TX/1000Base-T
Power Supply	AC 100-240V (50/60Hz)
Scanning Speed (B&W)	45ppm / 90ipm

Scanning Speed (Color)	45ppm / 90ipm
Output Resolution Options	150 x 150dpi, 200 x 200dpi, 240 x 240dpi, 300 x 300dpi, 400 x 400dpi, 600 x 600dpi
Output Mode	Monochrome (Active Threshold, Black & White, Error Diffusion, Advanced Text Enhancement), 8-bit Greyscale, 24-bit Colour
Daily Duty Cycle	Up to 6,000 scans/day
Document Width Range	50.8 - 216 mm
Document Length Range	54 - 356 mm
Paper Thickness	20 - 209 g/m ² (0.04 - 0.25 mm)
Feeder Capacity	60 sheets (80 g/m ²)
Supported Operating Systems	Windows 10/11 or Mac OS 14 or later
Warranty	At least 1-year on parts and on-site services
2. ONE (1) Unit DOCUMENT SCANNER - B ABC = Php130,000.00	
Scanner Type	Sheet Feed Scanner
Resolution	200, 300, 600 dpi
Scanning Modes	Front / Back / Duplex
Interface	Hi-speed USB 3.0 (2.0 compatible)
Power Supply	AC 100-240V (50/60Hz)
Scan Speed	88 ppm / 176 ipm: 200 dpi (B&W, greyscale, or colour) 80 ppm / 160 ipm: 300 dpi (B&W, greyscale, or colour)
Scan Method	Single Pass Duplex Automatic Document Feeder (DADF)
Interpolated Resolution	75, 100, 150, 400, 500, 1200 dpi
Output Bit Depth	24-bit color, 8-bit greyscale, 1-bit black & white
Scanning Media Supported	Paper, plastic ID cards, photos
ADF Minimum Document Size	51 x 51 mm
ADF Maximum Document Size	241 x 5994 mm @ 200 dpi
Maximum Scan Area	216 x 5994 mm @ 200 dpi
Document Weight	28~413 gsm paper
Paper Thickness	1.25 mm
Daily Duty Cycle	10,000 pages/ day
Feeder Capacity	120 pages (75~90 gsm paper)

Supported Operating Systems	Windows 10/11 or Mac OS 14 or later
Warranty	At least 1-year on parts and on-site services
3. SIX (6) Units DOCUMENT SCANNER C (HIGH SPEED) ABC = Php1,200,000.00	
Scanner Type	Flatbed, ADF
Resolution	Up to 600 ppi
Interface	10/100/1000 Ethernet; 1 Hi-Speed USB Host (rear); 1 Hi-Speed USB Host (walk-up); 1 Hardware Integration Pocket (HIP) Hi-Speed USB, 1 USB-Device Port (Rear)
Power Supply	AC 100-240V (50/60Hz)
Scanning Speed	Up to 100 ppm/200 ipm (black and white); Up to 100 ppm/200 ipm (colour)
Output Resolution DPI settings	75, 150, 200, 300, 400, 600, 1200
Daily Duty Cycle	10,000 pages/ day
Feeder Capacity	Standard, 150 sheets at 75 g/m ²
Control panel	Color LCD display
Bit depth	24-bit (external), 30-bit (internal)
Maximum document scan size	8.5 x 14 in; Up to 8.5 x 34
Scannable media types	ADF: Paper (Plain, Inkjet, Inkjet Brochure/Glossy), Photo Paper; Flatbed: All ADF Media, Envelopes, Labels, Cards, Books
Supported Operating Systems	Windows 10/11 or Mac OS 14 or later
Warranty	At least 1-year on parts and on-site services
LOT- 3	
1. TWENTY-SEVEN (27) Units ALL-IN-ONE COLORED PRINTER ABC = Php1,350,000.00	
Print Direction	Bi-directional printing
Print Speed (Black/ Colored)	Up to 32 ppm / 22 ppm
Copy Speed (Black/ Colored)	Up to 23 ipm / 10 ipm
Maximum Copies	999 copies/ day
Scanner Type	Flatbed colour image scanner
Sensor Type	CIS
Optical Resolution	1200 x 2400 dp
Maximum Scan Area	216 x 297 mm

Scan Features	Scan to Memory Device, Scan to Network Folder / FTP, Scan to Email, Scan to Computer
Support Paper Thickness	64-95 g/m
Paper Capacity	50 pages (80g/m2)
USB	USB 2.0/USB 3.0
Network	Ethernet (100BASE-TX/10BASE-T), Wi-Fi (IEEE 802.11b/g/n), Wi-Fi Direct (8 connections)
Network Protocol	TCP/IPv4, TCP/IPv6, LPD, IPP, PORT9100, WSD
Network Management Protocols	SNMP, HTTP, DHCP, BOOTP, APIPA, PING, DDNS, mDNS, SNTP, SLP, WSD, LLTD
Supported Operating Systems	Windows 10/11 or later, Mac OS 14 or later
Others	With one (1) set of Toner (C/M/Y/B)
Warranty	At least 1-year on parts and on-site services
2. ONE (1) Unit Inkjet A3 Multi-Function Printer ABC = Php50,000.00	
Print Direction	Bi-directional printing
Maximum Print Resolution	4800 x 2400 dpi
Automatic 2-sided Printing	up to A3 size
Maximum Copy Size	A3
Copy Resolution	600 x 600 dpi
Maximum Copies	999 copies/ day
Scanner Type	Flatbed colour image scanner
Optical Resolution	1200 x 2400 dpi
Maximum Scan Area	297 x 431.8 (mm)
Paper Sizes	A3, Super B (13 x 19"), Legal, Letter, A4, 16K (195 x 270mm), 8K (270 x 390mm), Executive (7.25 x 10.5"), B4, B5, A5, B6, A6, 8.5 x 13", 5 x 7", 4 x 6", 8 x 10", Legal (8.5 x 14"), 16:9 wide, Envelopes: #10, DL, C6, C4
Supported Operating Systems	Windows 10/11 or later, Mac OS 14 or later
USB	USB 2.0
Network	Ethernet, Wi-Fi IEEE 802.11 b/g/n, Wi-Fi Direct
LCD Screen	Colour LCD Touch Screen
Standard Paper Input Capacity	Cassette 1: 250 sheets for A4; 2: 250 sheets for A4 Plain paper (80 g/m2); Rear Slot: 50 sheets for A4 Plain paper (80 g/m2), 20 sheets for Premium Glossy Photo Paper
Paper Capacity	50 sheets

Scan Speed (Flatbed / ADF (Simplex Duplex))	200dpi, Black: 5 sec / Up to 26.0 ipm 11.5 ipm 200dpi, Colour: 10 sec / Up to 9.0 ipm 6.0 ipm
Warranty	At least 1-year on parts and on-site services
LOT – 4	
1. SEVEN (7) Units DISPLAY MONITOR ABC = Php420,000.00	
Display Type	LED
Screen Size	65-inch
Resolution	4K (3,840 x 2,160)
Bezel Type	Thin Bezel Type
Refresh Rate	60Hz
Picture Engine	Advanced 4K Processing Unit
Video	HDR (High Dynamic Range) Compatible Enhanced Color Spectrum UHD Dimming Contrast Enhancer 4K Upscaling Cinema Mode
Audio	Sound Optimization Technology 3D Spatial Sound Simulation Enhanced Audio Sync Sound Output (RMS) 20W Speaker Type 2CH
Smart Feature	Multi Device Experience Mobile to TV Sound Mirroring Wireless TV On Device Screen Mirroring Apple AirPlay
Tuner/Broadcasting	Digital Broadcasting ISDB-T TV Key Support Analog Tuner
Connectivity	Wi-Fi 5 Bluetooth (BT5.2) HDMI Audio Return Channel eARC/ARC Ethernet (LAN) Digital Audio Out (Optical) 2 x USB-A HDMI (High Frame Rate) 4K 60Hz (for HDMI 1/2/3)
Accessories	Standard Remote Controller Optional Stand Support Wall Mount Bracket

	Power Cable Webcam Support
Warranty	At least 1-year on parts and on-site services
LOT -5	
1. ONE (1) Unit CAMERA-A (MIRRORLESS) + 16-50mm ABC = Php55,000.00	
Body type	Rangefinder-style mirrorless
Max resolution	6000 x 4000
Image ratio w:h	1:1, 4:3, 3:2, 16:9
Effective pixels	24 megapixels
Sensor size	APS-C (23.5 x 15.6 mm)
Sensor type	CMOS
ISO	Auto, 100-32000 (expands to 102800)
White balance presets	10
Custom white balance	Yes
Image stabilization	Image stabilization supported on lens
Image Quality Modes	RAW, RAW & JPEG (Extra fine, Fine, Standard), JPEG (Extra fine, Fine, Standard)
Focus Mode	AF-A (Automatic AF), AF-S (Single-shot AF), AF-C (Continuous AF), DMF (Direct Manual Focus), Manual Focus
Focus Area	425 points
Focal length multiplier	1.5×
Articulated LCD	Tilting
Screen size	3 inches
Screen dots	At least 921,600 dots
Touch screen	Yes
Live view	Yes
Viewfinder type	Electronic
Viewfinder coverage	100%
Viewfinder resolution	2,359,296 dots
Minimum shutter speed	30 sec
Maximum shutter speed	1/4000 sec
Drive Modes	Single Shooting, Continuous shooting, Self-timer, Self-timer (Cont.), Bracket: Single, Bracket: Cont., White Balance bracket
Built-in flash	Yes
External flash	Yes (Hotshoe)
Continuous drive	11.0 fps

Self-timer	Yes
Metering modes	Multi Center-weighted Highlight-weighted Average Spot
Exposure compensation	±5 (at 1/3 EV, 1/2 EV steps)
WB Bracketing	Yes (+/- 3 levels)
Video Format	
Storage types	Multi-slot for Memory Stick Duo™/SD memory card
USB	USB 2.0 or USB 3.0
USB charging	Yes
HDMI	Yes (Micro)
Microphone port	Yes
Headphone port	None
Wireless Connectivity	Bluetooth, WiFi
Remote control	Yes (via smartphone)
Battery	rechargeable lithium-ion battery
Orientation sensor	Yes
Lens	16-50mm f/3.5-5.6 Lens
Warranty	At least 1-year on parts and on-site services
2. ONE (1) Unit CAMERA-B (DSLR) ABC = Php100,000.00	
Body type	Mid-size SLR
Max resolution	5568x 3712
Image ratio w:h	3:2
Effective pixels	21 megapixels
Sensor size	APS-C (23.5 x 15.7 mm)
Sensor type	CMOS
ISO	ISO 100 - 51200 (expandable to 50 - 1640000)
Image stabilization	Digital
Image Quality Modes	Fine, Normal, Basic
Focus Area	51
Focal length multiplier	1.5×
Articulated LCD	Tilting
Screen size	3.2"
Screen dots	922,000
Touch screen	Yes
Live view	Yes
Viewfinder type	Optical

Viewfinder coverage	100%
Minimum shutter speed	30 sec
Maximum shutter speed	1/8000 sec
Drive Modes	Single Shooting, Continuous shooting, Self-timer, Self-timer (Cont.), Bracket: Single, Bracket: Cont., White Balance bracket
Built-in flash	Yes (Pop-up)
External flash	Hot-shoe, Wireless plus sync connector
Continuous drive	8.0 fps
Self-timer	Yes
Metering modes	Multi; Center-weighted; Highlight-weighted; Average; Spot
Exposure compensation	±5 (at 1/3 EV, 1/2 EV steps)
WB Bracketing	Yes (3 frames in 1-stop increments)
Video Format	MPEG-4, H.264
Storage types	SD/SDHC/SDXC
USB	USB 2.0
USB charging	Yes
HDMI	Yes (mini-HDMI)
Microphone port	Yes
Headphone port	Yes
Wireless connectivity	Bluetooth/Wifi
Remote control	Wired, wireless, smartphone
Battery	lithium-ion rechargeable battery
Orientation sensor	Yes
Lens	18-140mm
Warranty	At least 1-year on parts and on-site services
3. ONE (1) Unit WEBCAM ABC = Php50,000.00	
System Specification	<p>CAMERA</p> <p>Full HD 1080p video calling (up to 1920 x 1080 pixels); 720p HD video calling (up to 1280 x 720 pixels) with supported clients</p> <p>H.264 UVC 1.5 with Scalable Video Coding (SVC)</p> <p>Supports H.264 SVC 1080p, along with optimizations for best call performance in single or multiparty HD video</p>
Field of View	<p>Diagonal: 90°</p> <p>Horizontal: 82.1°</p>

	<p>Vertical: 52.2° 4X digital zoom</p> <p>Digital pan, tilt and zoom from remote control or optional downloadable app Mechanical tilt wheel Camera LED for active streaming indication</p>
Speakerphone	<p>Integrated full duplex speakerphone with echo and noise cancellation 360° wideband audio Bluetooth and NFC enabled LEDs for speakerphone streaming, mute, hold, and Bluetooth pairing Controls for call answer/end, volume and mute Two omni-directional microphones supporting 3.6 m diameter range</p>
Microphones (Tx) Frequency response	100Hz – 16KHz
Sensitivity	-34dB +/-3dB
Distortion	<1% @ 1KHz at 65dB
Speakers (Rx) Frequency response	140Hz – 16KHz
	Sensitivity: 89dBSPL +/-3dB at 1W/0.5M
	Max output: 91.5dBSPL at 0.5M
	Distortion: <5% from 200Hz
Control and Power	Docks on device and functions as a lens cover
	IR 10-ft (3 m) range
	CR2032 battery (included)
	CABLES / POWER AC Power adapter with regional plugs
	USB cable (6ft/1.8 m)
	Integrated rechargeable battery
Mount	Designed for tabletop use
	Kensington security slot
Compatibility	Plug-and-play USB connectivity
	Certified for Skype for Business and ready for Teams
	Compatible with Google Meet
	Cisco Jabber and WebEx compatible
	Compatible with BlueJeans, BroadSoft, GoToMeeting, Vidyio, and other video conferencing, recording, and broadcasting applications that support USB cameras
Warranty	At least 2 years warranty on parts and on-site services.

LOT- 6	
1. TWO (2) Units TABLET- A ABC = Php100,000.00	
Operating System	Android 14 or later
CPU Speed	2.4 GHz, 2GHz
CPU Type	Octa-Core
Display	At least 12.4" (315.0mm)
Resolution (Main Display)	2560 x 1600 (WQXGA)
Technology (Main Display)	TFT
Camera	[Rear] 8MP + 8MP
	[Front] 12MP
Storage	128 GB
Memory	8 GB
External Storage Support	Yes, MicroSD (Up to 1TB)
USB Version	USB 2.0
Wi-Fi	802.11 a/b/g/n/ac/ax 2.4G+ 5GHz, HE80, MIMO, 1024-QAM
Bluetooth Version	Bluetooth v5.3
Location Technology	GPS, Glonass, Beidou, Galileo, QZSS
Wi-Fi Direct	Yes
Bluetooth Profiles	A2DP, AVRCP, DI, HFP, HID, HOGP, HSP, MAP, OPP, PAN, PBAP
Sensors	Accelerometer, Fingerprint Sensor, Gyro Sensor, Geomagnetic Sensor, Hall Sensor, Light Sensor
Video Playing Format	MP4, M4V, 3GP, 3G2, AVI, FLV, MKV, WEBM
Audio Playing Format	MP3, M4A, 3GA, AAC, OGG, OGA, WAV, AMR, AWB, FLAC, MID, MIDI, XMF, MXMF, IMY, RTTTL, RTX, OTA
Video Playing Resolution	UHD 4K (3840 x 2160) @ 30fps
Accessories	OEM Casing
Warranty	At least 1-year on parts and on-site services
2. TEN (10) Units TABLET- B ABC = Php720,000.00	
Operating System	Android 14 or later
CPU Speed	3.4GHz, 2.8 GHz, 2 GHz
CPU Type	Octa-Core
Display	At least 12.4" (315.0mm)
Resolution	2800 x 1752 (WQXGA+)

Technology (Main Display)	Dynamic AMOLED 2x
Memory	12GB RAM
Storage	256GB
Wireless Connectivity	Wi-Fi 6E (6GHz; Bluetooth 5.3)
Camera	[Rear] 13MP + 8MP
	[Front] 12MP
Audio	Stereo speakers (4 speakers)
External Storage Support	Yes, MicroSD (Up to 1.5TB)
USB Version	USB 3.2 Gen 1
Wi-Fi	802.11a/b/g/n/ac/ax 2.4GHz+5GHz+6GHz, HE160, MIMO, 1024-QAM
Bluetooth Version	Bluetooth v5.3
Location Technology	GPS, Glonass, Beidou, Galileo, QZSS
Wi-Fi Direct	Yes
Bluetooth Profiles	A2DP, AVRCP, DI, HFP, HID, HOGP, HSP, MAP, OPP, PAN, PBAP, PBP, TMAP
Accessories	OEM Casing
Warranty	At least 1-year on parts and on-site services

LOT - 7

1. FOUR (4) Units PORTABLE PROJECTOR ABC = Php260,000.00

Resolution	At least 3,000 lumens
	Full HD resolution 1080p (1920 x 1080)
Contrast Ratio	10,000:1
Projected Distance	30" – 300" (0.81-8.28m)
Ports Cool Down Period	Instant on/off
Wireless Connectivity (Built-in)	Supports IEEE 802.11b, IEEE 802.11g, IEEE 802.11n, IEEE 802.11a, IEEE 802.11ac
Wireless LAN Security	WPA2-PSK; WPA2-PSK; WPA/WPA2-PSK; wpa2-EAP
Ports	D-Sub 15 pin x 1; Composite RCA x 1; HDMI x1; Stereo mini jack x 1; USB Type A x 1; USB Type B x 1
Keystone	Auto Keystone correction
Split Screen Projection	Display content from two inputs simultaneously, side by side, on a single-screen
Warranty	At least 1-year on parts and on-site services

2. TWO (2) Units SHORT THROW PROJECTOR ABC = Php100,000.00	
Projection Technology	RGB liquid crystal shutter projection system
LCD	Size: 0.62-inch (C2 Fine) Native Resolution: FHD
Light Source	Type: Lamp (Fixed), 188 W UHE Life (Normal / Eco): 6,000 / 12,000 hours (Normal / Eco)
Projection Lens	Type: No optical zoom / Focus (Manual) F-Number: 1.44 Focal Length: 16.4mm Zoom Ratio: 1.0 – 1.35 (Digital Zoom) Throw Ratio: 1.19 – 1.61
USB Interface	USB Type A and USB Type B
Wireless	Smart Media Player
Video Input	HDMI: 1 (HDCP 1.4)
Sound Output	5W Monaural
Vertical/Horizontal Keystone	Vertical: ± 30 degrees Horizontal: ± 30 degrees
Auto Keystone	Vertical: ± 30 degrees Horizontal: NA
Warranty	At least 1-year on parts and on-site services

LOT – 8

1. TWO (2) Set AUDIO VIDEO CONFERENCING SYSTEM
ABC: Php200,000.00

Camera:	<p>Full HD 1080p video calling (up to 1920 x 1080 pixels); 720p HD video calling (up to 1280 x 720 pixels) with supported clients H.264 UVC 1.5 with Scalable Video Coding (SVC) Supports H.64 SVC 1080p, along with optimizations for best call performance in single or multiparty HD video Field of View - Diagonal: 90° Field of View - Horizontal: 82.1° Field of View - Vertical: 52.2° 4X digital zoom RightLight™ 2 technology for clarity in various lighting environments, even low light. Digital pan, tilt and zoom from remote control or optional downloadable app Mechanical tilt wheel Camera LED for active streaming indication</p>
---------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Speakerphone:	Integrated full duplex speakerphone with echo and noise cancellation 360° wideband audio. Bluetooth and NFC are enabled. LEDs for speakerphone streaming, mute, hold and Bluetooth pairing. Controls for call answer/end, volume, and mute
Microphones (TX):	Two omni-directional microphones supporting 3.6 m diameter range. Frequency Response: 100Hz – 16KHz Sensitivity: -34dB +/-3dB Distortion: <1% @ 1KHz at 65dB
Speakers (RX) :	Frequency Response: 140Hz – 16KHz Sensitivity: 89dBSPL +/-3 dB at 1W/0.5M Max output: 91.5dBSPL at 0.5m Distortion <5% from 200Hz
Remote Control:	Docks on device and functions as a lens cover IR 3 m range CR2032 battery (included)
Cables / Power:	AC Power adapter with regional plugs USB cable 1.8m Integrated rechargeable battery
Mount:	Designed for tabletop use.
Warranty	At least 1-year on parts and on-site services
2. ONE (1) Set AUDIO AND VIDEO CONFERENCING EQUIPMENT ABC = Php180,000.00	
Multi-Media Monitor 75" DISPLAY MONITOR	
Backlight Type	Direct LED
Refresh Rate	60Hz
High Dynamic Range (HDR)	4K HDR
	Dolby Vision
Contrast Backlight Master Drive High Peak Luminance	Dynamic Contrast Enhancer
Dolby Audio Format Support	Dolby Atmos
	Dolby Audio
Voice Assistant Voice Control	Hey Google
	Hands-free Voice Search
X-Protection PRO	Yes
Bluetooth Devices Compatibility	Yes
Chromecast Built-in	Yes
Apple AirPlay HomeKit Compatibility	Yes
HDMI USB Ports	4 2

Digital Audio Ports	1
Digital TV	Yes
Game Menu	Yes
Auto Genre Picture Mode	Yes
Warranty	At least 2 years on parts and on-site services
Support	With Mounting Bracket
Video Conferencing Camera with Microphone	
Camera	Smooth motorized pan, tilt and zoom controlled from remote or console Pan +/- 90° Tilt +35° / - 45 10x lossless HD zoom Field of View Diagonal: 90° Horizontal: 82.1° Vertical: 52.2° Full HD 1080p 30fps H.264 UVC 1.5 with Scalable Video Coding (SVC) Autofocus 5 camera presets Far-end control (PTZ) of Conference Cam product (with supported services) Kensington security slot Video mute/unmute LED indicator Standard tripod thread
Remote Control	Camera, speakerphone, and call control 5 camera presets Docks on speakerphone IR 8.5 m range CR2032 battery (included)
Speakerphone	Full-duplex performance Acoustic echo cancellation Noise reduction technology Ultra-wideband audio Pairs with mobile devices via Bluetooth and NFC LCD for caller ID, call duration and other functional response LEDs for speakerphone streaming, mute, hold, and Bluetooth Tactile buttons for call answer/end, volume and mute, Bluetooth, and camera controls 5 camera presets for pan, tilt, and zoom settings Kensington security slot
Microphones	Pickup Range: 6 m Pickup range with expansion mics: 8.5 m Four omnidirectional, beamforming microphones Frequency response: 100Hz – 11KHz Sensitivity: -28 dB +/-3dB Distortion: <5% from 200Hz

Hub / Cables / Power	Central Hub connects and powers all components Under-table mounting adhesive included One cable to camera: 5 m One cable to speakerphone: 5 m Extended cables available: 10 and 15 m One USB cable for connection to PC/Mac: 2 m AC Power adapter with regional plugs
Mount	Dual-purpose bracket works for both wall mounting and tabletop elevation
Warranty	At least 1-year on parts and on-site services
LOT – 9	
1. TWO (2) Units UPS 3KVA for Rack Servers ABC = Php400,000.00	
Max Configurable Power (Watts)	2.7kWatts / 3.0kVA
Other Output Voltages	220 V, 240 V
Output Frequency (sync to mains)	47 – 53 Hz For 50 Hz nominal Sync to mains, 57 – 63 Hz For 60 Hz nominal Sync to mains
Transfer Time	4 ms typical : 8 ms maximum
Input frequency	50/60 Hz +/- 3 Hz Auto-sensing
Input voltage range for main operations	151 – 302 Adjustable, 160 – 286V
Typical recharge time	3 hour(s)
Battery Charging Power (Watts)	182 Watts
Interface Port(s)	USB
Control panel	LED status display with on line : on battery : replace battery and overload indicators, Multifunction LCD status and control console/Audible Alarm Alarm when on battery : distinctive low battery alarm : configurable delays
Surge energy rating	320Joules
Standard warranty	At least 2 years for on-site supports and parts replacement, including battery.
LOT-10	
1. ONE (1) Unit INTERACTIVE DISPLAY ABC = Php200,000.00	
Panel Size	75-inch
Panel Type	RFT LCD Module with DLED Backlight
Aspect Ratio	16:9

Resolution	UHD (3840x2160)
Colors	1.07B colors
Brightness	350 nits
Contrast Ratio	5000:1 (max. with DCR enabled)
Backlight Life	50,000 Hours (8 hours of use per day)
Surface Treatment	Hardness: 7H Anti-glare coating
Orientation	Landscape
Processor	Quad-Core Processor
RAM	8GB DDR4
Storage	128 GB SSD
Type/ Tech	Ultra Fine Touch Technology
Touch Point	40 points touch
HDMI	HDMI-IN 2.0 x 33840x2160 @60Hz)
RGB / VGA	x1
Audio	x1
Speakers	16W x 2
Embedded OS	Android
Warranty	At least 1-year on parts and on-site services
Support	With mounting bracket and mobile stand

LOT-11

1. TWO (2) Units DRONE ABC = Php700,000.00

Flight Distance	Max 30 km
Max Ascent Speed	1 m/s (C-mode) 6 m/s (N-mode) 8 m/s (S-mode)
Max Hover Time	NO WIND: 40 minutes
Max Descent Speed	1 m/s (C-mode) 6 m/s (N-mode) 6 m/s (S-mode)
Max Speed	FLIGHT 5 m/s (C-mode) 15 m/s (N-mode) 19 m/s (S-mode)
Max Tilt Angle	25 degree (C-mode) 30 degree (N-mode) 35 degree (S-mode)
Max Flight Time (no wind)	46 minutes
Max Angular Speed	200 degree/s
Max Wind Resistance	12 m/s
Mechanical Range	Tilt: -135 degrees to 100 degrees Role: -45 degrees to 45 degrees Pan: -27 degrees to 27 degrees.
Stabilization	3-axis motorized (tilt, roll, pan)

Camera	Sensor: 4/3 CMOS, Effective Pixels: 20 MP
Video Transmission	Video Transmission System: O3+; Live View Quality on Remote Controller: 1080p/30fps, 1080p/60fps
Sensing System	Omnidirectional binocular vision system, supplemented with an infrared sensor at the bottom of the aircraft
Battery Capacity	5000 mAh
Battery Type	Li-ion 4S
Others	End-Users Training with Certification
Warranty	At least 1-year on parts and on-site services

LOT-12

1. THREE (3) Units A3 FLATBED SCANNER ABC = Php150,000.00

Scanner Type	A3 flatbed colour image scanner
Scan Speed (Flatbed)	4 sec Colour/Monochrome at 300 dpi; 10 sec Colour at 600 dpi; 6 sec Monochrome at 600 dpi
Scan Speed (ADF)	40 ppm / 80 ipm color/monochrome at 200dpi
Document Size	Maximum: Flatbed: 297 x 420 mm, ADF: 297 x 2,540 mm
Sensor Type	4-line colour CCD
Light Source	White LED
Optical Resolution	600 x 600 dpi
Output Resolution	50 dpi - 4,800 dpi (1 dpi increments), 7,200 dpi and 9,600 dpi
Scanner Bit Depth (Colour)	48-bit input, 24-bit output
Scanner Bit Depth (Grayscale)	16-bit input, 8-bit output
Scanner Bit Depth (Black & White)	16-bit input, 1-bit output
Output File Formats	JPEG, TIFF, Multi-TIFF, PDF, BMP
Warranty	At least 1-year on parts and on-site services

V. OTHER REQUIREMENTS

- a) Only one product brand should be offered by the bidder for item/s that have more than one unit requirement.
- b) The price quoted must be firm and irrevocable and not subject to any changes whatsoever even due to the cost of raw material components and fluctuations in foreign exchange rates and excise duties.
- c) Bid price must be inclusive of all costs (insurance, freight, brokerage, duties, taxes, etc.) attendant to the delivery of the items at DOE.

- | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <ul style="list-style-type: none">d) The Supplier must conduct an operational demonstration of the item as part of the end-user acceptance.e) The Supplier shall ensure that the unit/equipment to be supplied is from Original Equipment Manufacturer (OEM).f) The product brand must be on the market for at least five (5) years.g) Within the warranty period, machines/equipment that cannot be repaired within twenty-four (24) hours shall be immediately replaced with a service unit with similar specifications or better at no cost to the DOE. | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

VI. DELIVERY SCHEDULE

The delivery shall be within 60 days upon receipt of the Notice to Proceed.

Section VIII. Checklist of Technical and Financial Documents

Checklist of Technical and Financial Documents
(Requirement during the Opening of Bids) and
Documentary Requirements for Post-qualification

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages).
Or
- (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document;
And
- (c) Mayor’s or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
And
- (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

- (e) Statement of the prospective bidder of all its ongoing government and private contracts, completed 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 (**Bidding Form Annex A**); and
- (f) Statement of the bidder’s Single Largest Completed Contract (SLCC) (**Bidding Form Annex B**) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; and
- (g) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission; or original copy of Notarized Bid Securing Declaration (**Bidding Form Annex C**); and
- (h) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; and
- (i) Original duly signed Omnibus Sworn Statement (OSS) (**Bidding Form Annex D**); 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

- (j) The Supplier's audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; and
- (k) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC); or a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

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

II. FINANCIAL COMPONENT ENVELOPE

- (m) Original of duly signed and accomplished Financial Bid Form **(Bidding Form Annex E); and**
- (n) Original of duly signed and accomplished Price Schedule(s) **(Bidding Form Annex F).**

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

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

III. Post-Qualification Requirements:

1. In case only the PhilGEPS Registration Certificate (Platinum Membership) was submitted during the bid opening, submit the certified true copies of the following:
 - (a) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document;
 - (b) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas; and
 - (c) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).
2. Latest Income/Business Tax Returns;
3. Certificate of PhilGEPS Registration;
4. Pictures of its principal place of business;
5. In case of Goods, submit brochures/prototype/actual sample of the products being offered or in case of Services, concept paper/write-up or description of the services being offered; which must be submitted on the date indicated in the post-qualification letter, addressed to the end-user, and certifies that it is the bidder's official and final offer. Non-submission of this requirement may be a ground for disqualification.
6. In case of procurement for manpower services, proof of contribution/remittance for SSS, Philhealth and Pag-ibig for the last six (6) months from the opening of bid; and
7. Other appropriate licenses and permits required by law as stated in the bidding documents/post-qualification letter.

Bidding Forms

Mandatory Submission of Bidding Forms

ANNEX A

STATEMENT OF ONGOING, COMPLETED AND/OR AWARDED CONTRACTS

**The Bids and Awards Committee
Department of Energy
Energy Center, Rizal Drive, Bonifacio Global City
Taguig, Metro Manila**

Ongoing, completed or awarded but not yet started projects for the period: last two (2) years, where applicable.

Procuring Entity / Date of Contract	Kinds of Goods Sold and/or Services Offered	Amount of Contract and Value of Outstanding Contracts	Date of Delivery	End-user's Acceptance if Completed (date)	Specify whether a Prospective Bidder is a Manufacturer, Supplier, Distributor or Service Provider	Indicate whether "Similar" or "Not Similar"

Submitted By:

(Signature over Printed Name)

Note:

1. May be reproduced, if necessary
2. Please attach end-user's certificate of acceptance

ANNEX B

STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT

The Bids and Awards Committee
Department of Energy
Energy Center, Rizal Drive, Bonifacio Global City
Taguig, Metro Manila

Single Largest Completed Contract (SLCC) for the period: last two (2) years, where applicable.

Procuring Entity / Date of Contract	Kinds of Goods Sold and/or Services Offered	Amount of Contract and Value of Outstanding Contracts	Date of Delivery	End-user's Acceptance if Completed (date)	Specify whether a Prospective Bidder is a Manufacturer, Supplier, Distributor or Service Provider	Indicate whether "Similar" or "Not Similar"

Submitted By:

(Signature over Printed Name)

Note:

1. May be reproduced, if necessary
2. Please attach end-user's certificate of acceptance

Annex C

Bid Securing Declaration Form
[shall be submitted with the Bid if bidder opts to provide this form of bid security]

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.

BID SECURING DECLARATION
Project Identification No.: *[Insert number]*

To: *[Insert name and address of the Procuring Entity]*

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
 - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of *[month]* *[year]* at *[place of execution]*.

*[Insert NAME OF BIDDER OR ITS
AUTHORIZED REPRESENTATIVE]*
[Insert signatory's legal capacity]
Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

Annex D

Omnibus Sworn Statement *[shall be submitted with the Bid]*

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;
[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

*[Insert NAME OF BIDDER OR ITS
AUTHORIZED REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant*

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

Annex E

**Bid Form for the Procurement of Goods and Services
[shall be submitted with the Bid]**

BID FORM

Date : _____

Project Identification No. : _____

To: *[name and address of Procuring Entity]*

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said PBDs for the sum of *[total Bid amount in words and figures]* or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

[Insert this paragraph if Foreign-Assisted Project with the Development Partner:]

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:
Name and address Amount and Purpose of Agent Currency/Commission or gratuity

(if none, state "None")]

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached *[state the written authority]*.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: _____

Legal capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date: _____

Annex F

Price Schedule for Goods Offered from Abroad *[shall be submitted with the Bid if bidder is offering goods from Abroad]*

For Goods Offered from Abroad

Name of Bidder _____ Project ID No. _____ Page ___ of ___

1	2	3	4	5	6	7	8	9
Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIP named place (specify border point or place of destination)	Total CIF or CIP price per item (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP (col 4 x 8)

Name: _____

Legal Capacity: _____

Signature _____

Duly authorized to sign the Bid for and behalf of: _____

Annex F

Price Schedule for Goods Offered from Within the Philippines
[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No. _____ Page ___ of ___

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf _____

Contract Agreement Form for the Procurement of Goods (Revised)
[Not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the Notice of Award]

CONTRACT AGREEMENT

THIS AGREEMENT made the ____ day of _____ 20____ between [name of PROCURING ENTITY] of the Philippines (hereinafter called “the Entity”) of the one part and [name of Supplier] of [city and country of Supplier] (hereinafter called “the Supplier”) of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly [brief description of goods and services] and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of *[contract price in words and figures in specified currency]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz.:
 - i. Philippine Bidding Documents (PBDs);
 - i. Schedule of Requirements;
 - ii. Technical Specifications;
 - iii. General and Special Conditions of Contract; and
 - iv. Supplemental or Bid Bulletins, if any
 - ii. Winning bidder’s bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder’s bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder’s response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity’s bid evaluation;
 - iii. Performance Security;
 - iv. Notice of Award of Contract; and the Bidder’s conforme thereto; and
 - v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after

the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.

3. In consideration for the sum of *[total contract price in words and figures]* or such other sums as may be ascertained, *[Named of the bidder]* agrees to *[state the object of the contract]* in accordance with his/her/its Bid.
4. The *[Name of the procuring entity]* agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

[Insert Name and Signature]
[Insert Signatory's Legal Capacity]

for:
Department of Energy

[Insert Name and Signature]
[Insert Signatory's Legal Capacity]

for:
[Insert Name of Supplier]

Witness for DOE
[Position Title]

Witness for Supplier
[Position Title]

Helen C. Roldan
OIC – Chief, Accounting Division
Witness

Acknowledgment

[Format shall be based on the latest Rules on Notarial Practice]