



REQUEST FOR QUOTATION
(Negotiated Procurement-Two Failed Biddings)
Purchase Request No. 101-2016-09-0796 dated 14 September 2016
DICTBAC-2017-08-018 (NEGO)

Dear Sir / Madam,

The **Department of Information and Communications Technology (DICT)** through the Bids and Awards Committee (DICTBAC), intends to apply the sum of **Three Million One Hundred Fifteen Thousand Twenty Pesos (₱3,115,020.00)** being the Approved Budget for the Contract (ABC) for the project **"Supply and Delivery of One (1) Lot of Various ICT Equipment"**.

The procurement of the project will be conducted through **Negotiated Procurement (Two Failed Biddings)**, an Alternative Method of Procurement, in accordance with Section 53.1 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Your company is hereby invited to submit its sealed quotation/proposals not later than **3 October 2017, 5pm** at address DICT Bids and Awards Committee Office, Lower Ground Floor, DICT Building, C.P. Garcia Avenue, Diliman, Quezon City.

Copies of the following eligibility, technical and financial documents are also required to be submitted along with your quotation/proposal:

A. ELIGIBILITY DOCUMENTS:

1. Class "A" Documents:

- a) PhilGEPS Certificate of Registration and Membership under Platinum category;
- b) Statement of all 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 (**Annex I**);
- c) Statement of Completed Single Largest Contract from January 2012 up to the day before the deadline for the submission bids of similar in nature equivalent to at least fifty percent (50%) of the ABC (**Annex I-A**). Similar in nature shall mean "ICT Equipment".
Any of the following documents must be submitted corresponding to listed contracts per submitted Annex I-A:
 - Copy of End User's Acceptance;
 - Official Receipts;
 - Sales Invoice
- d) Duly signed Net Financial Contracting Capacity Computation (NFCC) per **Annex II** or a committed line of credit from a universal or commercial bank.



NFCC = [(Current Assets minus Current Liabilities) (15)] minus the 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.

$$\text{NFCC} = (\text{CA-CL}) (15) - C$$

Notes:

1. The values of the bidder's current assets and current liabilities shall be based on the data submitted to BIR through its Electronic Filing and Payment System.
2. Value of all outstanding or uncompleted contracts refers those listed in Annex-I.
3. The detailed computation using the required formula must be shown as provided above.

The NFCC computation must at least be equal to the total ABC of the project.

2. Class "B" Documents: (For Joint Venture)

- a. Copy of the JOINT VENTURE AGREEMENT (JVA) in case the joint venture is already in existence; OR
- b. Copy of Protocol / Undertaking of Agreement to Enter into Joint Venture signed by 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. **(Annex III)**

For Joint Venture Between Two (2) Local Companies, Each partner should submit:

- PhilGEPS Certificate of Registration and Membership under Platinum category.

B. TECHNICAL DOCUMENTS:

1. **Proof of Authority of the Bidder's authorized representative/s:**
 - a. FOR SOLE PROPRIETORSHIP (IF OWNER OPTS TO APPOINT A REPRESENTATIVE): Duly notarized Special Power of Attorney.
 - b. FOR CORPORATIONS, COOPERATIVE OR THE MEMBERS OF THE JOINT VENTURE: Duly notarized Secretary's Certificate evidencing the authority of the designated representative/s.
 - c. IN THE CASE OF UNINCORPORATED JOINT VENTURE: Each member shall submit a separate Special Power of Attorney and/or Secretary's Certificate evidencing the authority of the designated representative/s.
2. Omnibus Sworn Statements using the form prescribed. **(Annex IV)**
3. Compliance with the Schedule of Requirements. **(Annex V)**



4. Compliance with the Technical Specifications. **(Annex VI)**
5. Compliance with the Technical Bid Form. **(Annex VII)**
6. Company Profile (Company printed brochure may be included). **(Annex VIII)**
7. Vicinity / Location of Bidder's principal place of business.

***In case of Joint Venture, both partners must submit copy of above items 7 & 8.**

8. Certificate of Performance Evaluation **(Annex IX)** showing a rating of at least Satisfactory issued by the Bidder's Single Largest Completed Contract Client stated in the submitted Annex I-A.
9. Valid and Current Certificate of Distributorship / Dealership/ Resellership or equivalent document of the following product being offered, issued by the principal or manufacturer of the product (if Bidder is not the manufacturer). If not issued by manufacturer, must also submit certification / document linking bidder to the manufacturer.

*Note: If in foreign language other than English, it must be accompanied by a translation of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign bidder's country, and 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.

Please also submit contact details of the person who issued the Certificate of Distribution, Dealership, or Resellership.

10. Valid and Current ISO 9001 Quality Management System Certificate issued to the manufacturer by an Independent Certifying body.

***Note:** If in foreign language other than English, it must be accompanied by a translation of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign bidder's country, and 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.

Please also submit contact details of the person who issued the ISO 9001 Quality Management System Certificate.



11. List of authorized Service Centers in the Philippines (with available spare parts, indicating address, telephone & fax number/s, e-mail address & contact person). In the event of closure of business, termination of franchise / service center, the supplier shall notify the DICT accordingly of the new service centers with telephone numbers and address who can provide the needed parts, supplies and service.
12. For foreign bidders claiming eligibility by reason of their country's extension of reciprocal rights to Filipinos, a certification from the relevant government office of their country stating that Filipinos are allowed to participate in their government procurement activities for the same item or product.

C. FINANCIAL DOCUMENTS:

1. Completed and signed Financial Proposal Form (**Annex X**)
2. Completed and signed Detailed Financial Breakdown (**Annex XI**)
3. Completed and signed form "For Goods Offered from Abroad" (**Annex XII-A**) and/or form "For Goods Offered from within the Philippines" (**Annex XII-B**), whichever is applicable.
4. Latest Income Tax Returns per Revenue Regulations 3-2005 Tax returns or tax returns filed through the Electronic Filing and Payments System (EFPS). The latest income and business tax returns are those within the last six months preceding the date of bid submission; (including VAT Returns and its corresponding proof of payment)

For any clarification, you may contact **Rosa Pilipinas M. Mendoza, Head, BAC Secretariat** at telephone no. **920-0101 loc. 1831** or email address at dictbac@dict.gov.ph.

Sincerely,

(Original Signed)

ALAN A. SILOR

Chairperson, DICTBAC



TERMS AND CONDITIONS:

1. The official Request for Quotation must be duly signed by the bidder or by the authorized representative. All entries must be typewritten or must be eligible, if handwritten.
2. The attached Technical Specifications shall be an integral part of the terms and conditions of the contract.
3. Bidders shall provide correct and accurate information required in this form including the Technical Data Sheet or Brochure.
4. Price quotation/s must be valid for a period of *One Hundred Twenty (120) calendar days* from the date of submission.
5. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
6. Quotations exceeding the Approved Budget for the Contract shall be rejected.
7. Award of contract shall be made to the quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
8. Offer may be accepted immediately or after some negotiations by DICT Bids and Awards Committee.
9. Any alterations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
10. The DICT shall have the right to inspect and/or to test the goods and services to confirm their conformity to the technical specifications.
11. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods and services not delivered within the prescribed delivery period shall be imposed per day of delay. The DICT BAC shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.



Annex I

SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT DICTBAC-2017-08-018 (NEGO)

STATEMENT OF ALL ONGOING CONTRACTS WITHIN THE LAST THREE (3) YEARS

All On-Going Contracts (including contract/s awarded but not yet started,
if any)

Name of Client	Name of the Contract	Date and Status of the Contract	Kinds of Goods	Amount of Contract	Value of Outstanding Contracts	Date of Delivery	Purchase Order Number/s or Date of Contract/s

Name & Signature of Authorized Representative

Position

Date

Instructions:

1. State all on-going contracts including those awarded but not yet started (Government and Private Contracts which may be similar or not similar to the project called for bidding as of the **day before the deadline** of submission of bids.
2. If there is **NO** on-going contract including awarded but not yet started as of the abovementioned period, state none or equivalent term.
3. The total amount of the ongoing but not yet started contracts should be consistent with those used in the Financial Contracting Capacity (NFCC).



Annex I-A

**SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT
DICTBAC-2017-08-018 (NEGO)**

**STATEMENT OF SINGLE (1) LARGEST COMPLETED CONTRACT OF SIMILAR
NATURE WITHIN THE LAST FIVE (5) YEARS FROM DATE OF SUBMISSION
AND RECEIPT OF BIDS AMOUNTING TO AT LEAST FIFTY PERCENT (50%)
OF THE APPROVED BUDGET FOR THE CONTRACT (ABC)**

Name of Client	Name of Contract	Date of the Contract	Kinds of Goods	Value of Contracts	Date of Completion	Official Receipt No. & Date OR End User's Acceptance Date

CERTIFIED CORRECT:

Name & Signature of Authorized Representative

Position

Date

Instructions:

1. Cut Off Date as of: (i) Up to the day before the deadline of submission of bids.
2. In the column under "Dates", indicate the dates of Delivery/End-User's Acceptance and Official Receipt No.
3. Name of Contract column, indicates the Nature/Scope of the Contract for the DICT to determine the relevance of the entry with the Procurement at hand.
4. Any of the following documents must be submitted corresponding to listed contracts per submitted Annex I-A:
 - Copy of End User's Acceptance;
 - Official Receipts;
 - Sales Invoice



Annex II

SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT DICTBAC-2017-08-018 (NEGO)

CERTIFICATE OF NET FINANCIAL CONTRACTING CAPACITY (Please show figures at how you arrived at the NFCC)

This is to certify that our **Net Financial Contracting Capacity (NFCC)** is **Philippine Pesos** _____ (**P**_____) which is at least equal to the Approved Budget for the Contract (ABC). The amount is computed as follows:

NFCC = [(Current Assets minus Current Liabilities) (15)] minus the 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.

$$\text{NFCC} = (\text{CA-CL}) (15) - C$$

Issued this _____ day of _____, 2017.

CERTIFIED CORRECT:

Name & Signature of Authorized Representative

Position

Date

Notes:

1. The values of the bidder's current assets and current liabilities shall be based on the data submitted to BIR through its Electronic Filing and Payment System.
2. Value of all outstanding or uncompleted contracts refers those listed in Annex-I.
3. The detailed computation using the required formula must be shown as provided above.
4. The NFCC computation must at least be equal to the total ABC of the project.



Annex III
(page 1 of 3)

SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT
DICTBAC-2017-08-018 (NEGO)

**PROTOCOL / UNDERTAKING OF AGREEMENT TO ENTER INTO JOINT
VENTURE**

This **PROTOCOL / UNDERTAKING OF AGREEMENT TO ENTER INTO JOINT VENTURE**, executed by:

_____ a sole proprietorship/partnership/corporation duly organized and existing under and by virtue of the laws of the Philippines, with offices located at _____, _____, representative herein by _____, _____, hereinafter referred to as "_____";

-and-

_____ a sole proprietorship/partnership/corporation duly organized and existing under and by virtue of the laws of the Philippines, with offices located at _____, _____, representative herein by _____, _____, hereinafter referred to as "_____";

-and-

_____ a sole proprietorship/partnership/corporation duly organized and existing under and by virtue of the laws of the Philippines, with offices located at _____, _____, representative herein by _____, _____, hereinafter referred to as "_____"; (hereinafter referred to collectively as "Parties")

For submission to the **Bids and Awards Committee** of the **Department of Information and Communications Technology**, pursuant to **Section 23.1 (b)** of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) 9184.

WITNESSETH That:

WHEREAS, the Parties desire to participate as a Joint Venture in the public bidding that will be conducted by the **Department of Information and Communications Technology**, pursuant Republic Act (R.A.) 9184 and its Implementing Rules and Regulations, with the following particulars:

Bid Reference No.	DICTBAC-2017-08-018 (NEGO)
Name/Title of Procurement Project	Supply and Delivery of One (1) Lot of Various ICT Equipment
Approved Budget for the Contract	₱3,115,020.00



Annex III
(page 2 of 3)

NOW THEREFORE, in consideration of the foregoing, the Parties undertake to enter into a **JOINT VENTURE** and sign a **Joint Venture Agreement** relative to the joint cooperation for this bid project, in the event that their bid successful, furnishing the copy thereof within **ten (10) calendar days** from receipt of Notice from the BAC that our bid has the lowest calculated bid or highest rated responsive bid (as the case may be).

For the purposes of this bid project, and unless modified by the terms of the Joint Venture Agreement, the following party shall be the authorized representative of the JV:

CERTIFIED CORRECT:

Authorized Representative of the JV Partner: (Per attached Secretary's Certificate)	Authorized Representative of the JV Partner: (Per attached Secretary's Certificate)
_____ Name	_____ Name
_____ Date	_____ Date

Furthermore, the parties agree to be bound jointly and severally under the said Joint Venture Agreement;

THAT Finally, failure on our part of enter into the Joint Venture and/or sign the Joint Venture Agreement for any reason after the Notice of Award has been issued by shall be a ground for non-issuance by DICT of the Notice to Proceed, forfeiture of our bid security and such other administrative and/or civil liabilities as may be imposed by DICT under the provisions of R.A. 9184 and its 2016 Revised IRR, without any liability on the part of DICT.

This Undertaking shall form an integral part of our Eligibility documents for the above-cited project.

IN WITNESS WHEREOF, the parties have signed this Protocol/Undertaking on the date fist above-written.

Bidder's Representative/Authorized Signature

[JURAT]

SUBSCRIBED AND SWORN TO BEFORE ME this _____ day of _____ at _____, Philippines, affiant exhibited to me his/her competent Evidence of Identity (as defined by 2004 Rules on Notarial Practice issued at _____ at _____, Philippines.

Doc No. _____

Page No. _____

Book No. _____

Series of _____



Annex III
(page 3 of 3)

Note:

"Sec.12. Competent Evidence of Identity - The phrase "competent evidence of identity" refers to the identification of an individual based on:

At least one current identification documents issued by an official agency bearing the photograph and signature of the individual, such as but limited to, passport, driver's license, Professional Regulations Commission ID, National Bureau of Investigation clearance, police clearance, postal ID, voter's ID, Barangay Certification, Government Service and Insurance System (GSIS) e-card, Social Security System (SSS) card, PhilHealth card, senior citizen card, Overseas Workers Welfare Administration (OWWA) ID, OFW ID, seaman's book, alien certificate of registration/immigrant certificate of registration, government office ID, certification from the National Council for the Welfare of Disabled Persons (NCWDP), Department of Social Welfare and Development (DSWD) certification.



Annex IV

SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT DICTBAC-2017-08-018 (NEGO)

OMNIBUS SWORN STATEMENT

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

A F F I D A V I T

I/We, _____, of legal age, with residence at _____, after having duly sworn in accordance with law and in compliance with the bidding requirements as contained in the Instructions to Bidders/Bid Data Sheet for the bidding do hereby certify under oath as follows:

(a)

AUTHORITY OF THE DESIGNATED REPRESENTATIVE

(Please check appropriate box and full up blanks)

SOLE PROPRIETORSHIP

That I am the sole proprietor of <Company Name/Name of Supplier> with business address at _____; Telephone No. _____, with Fax No. _____ and e-mail address _____ and as such, I have the full power and authority to do, execute, and perform any and all acts necessary to represent it in the negotiation.

Name: _____

Title: _____

Specimen Signature: _____

OR

That I am the <Company Name/Name of Supplier> with business address at _____; Telephone No. _____, with Fax No. _____ and e-mail address _____ and as such, I have the full power and authority to do, execute, and perform any and all acts necessary to represent it in the negotiation.

Name: _____

Title: _____

Specimen Signature: _____

Note: Please attach a Special Power of Attorney, if not the Sole Proprietor/Owner.

CORPORATION, PARTNERSHIP, COOPERATIVE

That I/We am/are the duly authorized representative/s of <Company Name>, located at _____; Telephone No. _____, with Fax No. _____ and e-mail address _____; as shown in the attached Secretary's Certificate issued by the corporation or the members of the joint venture,



and granted full power and authority to execute and perform any and all acts necessary and/or to represent our company in the abovementioned negotiations, including signing all negotiation documents and other related documents such as the contracts:

1. Name: _____
Title: _____
Specimen Signature: _____
2. Name: _____
Title: _____
Specimen Signature: _____

Note: Please attach duly executed Secretary's Certificate.

(b)

**NON-INCLUSION IN THE BLACKLIST NOR UNDER SUSPENSION STATUS
BY ANY AGENCY OR GOVERNMENT INSTRUMENTALITY**

That the firm I/We represent 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 Institution whose blacklisting rules been recognized by the Government Procuring Policy Board;

(c)

AUTHENTICITY OF SUBMITTED DOCUMENTS

That each of the documents submitted by our company by our company 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.

(d)

AUTHORITY TO VALIDATE SUBMITTED DOCUMENTS

The undersigned duly authorized representative of the Applicant, for and in behalf of the Applicant hereby submits this Letter of Authorization in relation with Application to apply for Eligibility and to Bid for the subject contract to be bid.

In the connection thereat, all public official, engineer, architect, surety company, bank institution or other person, company or corporation named in the eligibility documents and statements are hereby requested and authorized to furnish the Chairperson of DICTBAC or his duly authorized representative/s any information necessary to verify the correctness and authenticity of any item stated in the said document and statements or regarding our competence and general reputation.

I/We hereby give consent and give authority to the Chairperson of DICTBAC or his duly authorized representative, to verify the authenticity and correctness, of any or all of the documents and statements submitted herein; and that I/we hereby hold myself liable, criminally or civilly, for any misrepresentation or false statements made therein which shall be ground for outright disqualification and/or ineligibility, and inclusion of my/our company among the contractors blacklisted from participating in future biddings of **Department of Information and Communications Technology** .



(e)
DISCLOSURE OF RELATIONS

That for and in behalf of the Bidder, I/We hereby declare that:

- if the bidder is an individual or a sole proprietorship, to the bidder himself;
- if the bidder is a partnership or cooperative, to all its officers and members;
- if the bidder is a corporation or joint venture, to all its officers, directors, and controlling stockholders;

Are not related by consanguinity or affinity up to the third civil degree with **the Secretary, Officers or Employees** having direct access to information that may substantially affect the result of the bidding such as, but not limited to, **the members of the BAC, the members of the Technical Working Group (TWG), the BAC Secretariat, and DICT**. It is fully understood that the existence of the aforesaid relation by consanguinity or affinity of the Bidder with the aforementioned Officers of the Agency shall automatically disqualify the Bid.

(f)
COMPLIANCE WITH EXISTING LABOR LAWS AND STANDARDS

That our company diligently abides and complies with existing labor laws and standards

(g)
BIDDER'S RESPONSIBILITIES

1. That I/we have taken steps to carefully examine all of the Bidding Documents;
2. That I/We acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
3. That I/We made an estimate of the facilities available and needed for the contract to be bid, if any;
4. That I/We will inquire or secure Supplemental/Bid Bulletin(s) issued for this Project.
5. That the submission of all bidding requirements shall be regarded as acceptance of all conditions of bidding and all requirements of authorities responsible for certifying compliance of the contract;
6. That I have complied with our responsibility as provided for in the bidding documents and all Supplemental / Bid Bulletins;
7. That failure to observe any of the above responsibilities shall be at my own risk; and
8. That I agree to be bound by the terms and conditions stated in the Conditions of the Contract for this project.



(h)

DID NOT PAY ANY FORM OF CONSIDERATION

That our company 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.

(i)

COMPANY OFFICIAL CONTACT REFERENCE

That our company hereby assigns the following contact number/s and e-mail address/es as the official telephone/fax number and contact reference of the company where the DICT Bids and Awards Committee notices be transmitted.

Telephone No./s: _____

Fax No/s. : _____

E-mail Add/s.: _____

It is understood that notice/s transmitted in the above-stated telephone/fax numbers and/or e-mail address/es are deemed received as of its transmittal and the reckoning period for the reglementary periods stated in the bidding documents and the revised Implementing Rules and Regulations of Republic Act No. 9184 shall commence from receipt thereof.

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

Bidder's Representative/Authorized
Signatory

[JURAT]

SUBSCRIBED AND SWORN TO BEFORE ME this _____ day of _____ at _____, Philippines. Affiant exhibited to me his/her competent Evidence of Identity (as defined by the 2004 Rules of Notarial Practice _____ issued _____ at _____, Philippines.

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

Note:

"Sec.12. Competent Evidence of Identity - The phrase" competent evidence of identity" refers to the identification of an individual based on:

At least one current identification documents issued by an official agency bearing the photograph and signature of the individual, such as but limited to, passport, driver's license, Professional Regulations Commission ID, National Bureau of Investigation clearance, police clearance, postal ID, voter's ID, Barangay Certification, Government Service and Insurance System (GSIS) e-card, Social Security System (SSS) card, PhilHealth card, senior citizen card, Overseas Workers Welfare Administration (OWWA) ID, OFW ID, seaman's book, alien certificate of registration/immigrant certificate of registration, government office ID, certification from the National Council for the Welfare of Disabled Persons (NCWDP), Department of Social Welfare and Development (DSWD) certification.



Annex V

SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT DICTBAC-2017-08-018 (NEGO)

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

Description	Qty	Delivered, Weeks/Months	Delivery Place
Supply and Delivery of One (1) Lot of Various ICT Equipment	1 Lot	Sixty (60) calendar days upon receipt of Notice to Proceed	DICT Building, C.P. Garcia Avenue, Diliman, Quezon City

I hereby commit to comply and deliver all the above requirements in accordance with the above-stated schedule.

Name of Company

Signature Over Printed Name
Of Authorized Representative

Date



ANNEX VI

**SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT
DICTBAC-2017-08-018 (NEGO)**

TECHNICAL SPECIFICATIONS

INSTRUCTIONS:

1. Indicate "**COMPLY**" per line number under the Statement of Compliance if supplier can meet the technical specifications and project requirements.
2. Do **NOT** leave any blank. A "Yes" or "No" entry will not be accepted.
3. Do not alter the contents of this form in any way.

MINIMUM SPECIFICATIONS		Statement of Compliance	
1. Background of the Item being Procured			
a. General Overview of the Procurement Project			
<p>The Systems Infrastructure Development Service (SIDS) of the Information and Communications Technology Office is in-charge of providing development services, provisioning of Information and Communication Technology (ICT) application and infrastructure development services and identifying and developing critical and/or strategic Research and Development programs and projects that will support regular and strategic government operations. In line with this, the Systems and Infrastructure Development Service has come up with the project Acquisition of Systems Development Tools in which the core objective is to develop an enterprise-based application system for government (national and local government). And in order to do this, the SIDS must be equipped with various ICT devices and equipment that will facilitate such development.</p>			
b. Brief description of the Item being procured:			
Lot 1 is composed of the following equipment:			
	Items	For Use	Quantity (units)
1	Desktops, High End	For GIS, CAD and highly technical work	5
2	Monitor 27"		6
3	Laptop 13.3"	For development, compilation and testing application systems (mobile and desktop mac application) and for presentation / demonstration of the developed applications	6
4	Tablet 10.5"	For development and testing of mobile applications	2
5	Tablet 7.9"		2



INSTRUCTIONS:

1. Indicate "**COMPLY**" per line number under the Statement of Compliance if supplier can meet the technical specifications and project requirements.
2. Do **NOT** leave any blank. A "Yes" or "No" entry will not be accepted.
3. Do not alter the contents of this form in any way.

MINIMUM SPECIFICATIONS	Statement of Compliance
<p>2. Purpose of the Procurement</p> <p>The Department of Information and Communications Technology (DICT), as the primary policy, planning, coordinating, implementing, and administrative entity of the Executive Branch of the government that will plan, develop, and promote the national ICT development agenda. The DICT is to spearhead the Nation building Through ICT, Safeguarding of Information and the Advancement of ICT in the Philippines.</p> <p>To support this, the Systems and Infrastructure Development Service (SIDS) with its function to manage the provision of ICT related development services required by government to fully leverage ICT for public service, improve national competitiveness and socio – economic development" and to do so, must be equipped with powerful tools such as laptops, desktops and other ICT devices which will be used in the GIS and CAD applications, and in the development, compilation and testing of information and application systems for national and local government units (LGUs).</p>	
<p>3. Deliverables</p> <ol style="list-style-type: none"> a. Documentation b. Operations Manuals, Warranty, License Agreement c. List of Service / Support Centers in the Philippines 	
<p>4. Duration of the Contract</p> <p>The Supply, Delivery and Acceptance of all Desktops and Laptops shall be made within Sixty (60) days from receipt of Notice to Proceed.</p>	



INSTRUCTIONS:

1. Indicate "**COMPLY**" per line number under the Statement of Compliance if supplier can meet the technical specifications and project requirements.
2. Do **NOT** leave any blank. A "Yes" or "No" entry will not be accepted.
3. Do not alter the contents of this form in any way.

MINIMUM SPECIFICATIONS		Statement of Compliance
5. Minimum Technical Specifications		
Item 1: Desktop, High End		
Item	Specification	
Processor:	3.0 GHz 8core with 25MB L3 Cache PassMark – CPU Mark Score: at least 16,900	
RAM:	64GB (4x16GB) of 1866MHz DDR3 ECC	
GPU:	Dual GPU 384-bit 3GB GDDR5 VRAM each GPU At least 2.2 Teraflops each GPU	
Storage:	1TB SSD	
Network/IO Ports:	1 x 3.5 mm headphone jack	
	1 x HDMI 1.4 Ultra HD	
	2 x Gigabit Ethernet ports	
	6 x thunderbolt 2 ports	
	4 x USB 3 ports	
Wireless:	802.11 AC, IEEE 802.11a/b/g/n compatible	
	Bluetooth 4.0 wireless	
Operating System:	Any OS that will compile mobile applications for iOS, Windows and Android legally.	
Accessories:	Keyboard - Full-size with Numeric Keys, Reversible connector, Bluetooth	
	Mouse - Reversible connector, Bluetooth	
	Power Cord	



INSTRUCTIONS:

1. Indicate "**COMPLY**" per line number under the Statement of Compliance if supplier can meet the technical specifications and project requirements.
2. Do **NOT** leave any blank. A "Yes" or "No" entry will not be accepted.
3. Do not alter the contents of this form in any way.

MINIMUM SPECIFICATIONS		Statement of Compliance
Item 2: Monitor 27"		
Item	Specification	
Display Size:	27"	
Display Resolution:	2560 x 1440 pixels	
Color Gamut:	At least 95% sRGB	
Viewing Angle	178°	
Monitor Stand Adjustment:	Swivel, Tilt, Pivot, Height	
IO Ports:	HDMI	
	Mini DisplayPort	
	DisplayPort	
	USB 3.0	
Accessories:	HDMI Cable	
	DVI Cable	
	DisplayPort Cable	
	Power Cord	



INSTRUCTIONS:

1. Indicate "**COMPLY**" per line number under the Statement of Compliance if supplier can meet the technical specifications and project requirements.
2. Do **NOT** leave any blank. A "Yes" or "No" entry will not be accepted.
3. Do not alter the contents of this form in any way.

MINIMUM SPECIFICATIONS		Statement of Compliance
Item 3: Laptop 13.3"		
Item	Specification	
CPU:	3.5 GHz 2core with 4MB Cache PassMark – CPU Mark Score: at least 16,900	
RAM:	16GB 2133MHz LPDDR3	
Storage:	1 x 256GB SSD	
Network/IO Ports:	1 x 3.5 mm headphone jack	
	4 x Thunderbolt 3	
Operating System:	Any OS that will compile mobile applications for iOS, Windows and Android legally.	
Wireless:	802.11 AC, IEEE 802.11 a/b/g/n compatible	
	Bluetooth 4.2 wireless	
Keyboard:	Keyboard with Touch Bar	
Display(Monitor):	13.3" LED Backlit Glossy	
Display Resolution:	2560 x 1600 pixels	
Camera:	720p HD camera Built-in	
Speaker:	Built-in stereo speakers	
Battery:	49.2 WHr battery	
Accessories:	USB-C Power Adapter USB-C Multiport Adapters with HDMI, VGA, USB-A USB-C to Gigabit LAN	



INSTRUCTIONS:

1. Indicate "**COMPLY**" per line number under the Statement of Compliance if supplier can meet the technical specifications and project requirements.
2. Do **NOT** leave any blank. A "Yes" or "No" entry will not be accepted.
3. Do not alter the contents of this form in any way.

MINIMUM SPECIFICATIONS		Statement of Compliance
Item 4: Tablet 10.5"		
Item	Specification	
CPU:	A10X Chip with 64-bit architecture M10 coprocessor	
RAM:	4GB	
Storage:	64GB	
Network/IO Ports:	1 x Reversible Connector	
	1 x 3.5 mm headphone jack	
	1 x Magnetic Connector	
Buttons:	Home Button	
	Power Button	
	Volume Up/Down	
Wireless:	802.11 AC, IEEE 802.11 a/b/g/n compatible Bluetooth 4.2 wireless	
Display(Monitor):	10.5 inches LED-backlit Multi-Touch Display with IPS LCD	
Display Resolution:	1668 x 2224 pixel resolution at 264 ppi	
Camera:	Primary: 12 MP	
	Secondary: 7 MP	
Speaker:	Built-in stereo speakers, Dual microphone	
Sensor:	Fingerprint scanner	
Accessories:	USB Power Adapter	



INSTRUCTIONS:

1. Indicate "**COMPLY**" per line number under the Statement of Compliance if supplier can meet the technical specifications and project requirements.
2. Do **NOT** leave any blank. A "Yes" or "No" entry will not be accepted.
3. Do not alter the contents of this form in any way.

MINIMUM SPECIFICATIONS	Statement of Compliance
Item5: Tablet 7.9"	
Item	Specification
CPU:	A8 chip with 64-bit architecture M8 motion coprocessor
RAM:	2 RAM
Storage:	128GB
Network/IO Ports:	1 x Reversible Connector 1 x 3.5 mm headphone jack
Buttons:	Home Power Button Volume Up/Down
Wireless:	802.11 AC, IEEE 802.11 a/b/g/n compatible Bluetooth 4.2 technology
Display(Monitor):	7.9 inches LED-backlit Multi-Touch IPS LCD
Display Resolution:	1536 x 2048 pixels
Camera:	Primary: 8 MP Secondary: 1.2 MP
Speaker:	Built-in stereo speakers
Sensor:	Fingerprint scanner
Accessories:	USB Power Adapter
6. Payment Terms – Quarterly in Arrears	
<p>Payment shall be made upon the complete Delivery, Inspection and Acceptance of:</p> <p>1 Lot: 21 units</p> <ul style="list-style-type: none"> 5 - Desktops, High End 6 - Monitors 27" 6 - Laptop 13.3" 2 - Tablet 10.5" 2 - Tablet 7.9" 	



INSTRUCTIONS:

1. Indicate "**COMPLY**" per line number under the Statement of Compliance if supplier can meet the technical specifications and project requirements.
2. Do **NOT** leave any blank. A "Yes" or "No" entry will not be accepted.
3. Do not alter the contents of this form in any way.

MINIMUM SPECIFICATIONS	Statement of Compliance
<p>7. Acceptance /Testing Criteria and Process</p> <p>User Acceptance</p> <ol style="list-style-type: none">a. Define the procedure for the User Acceptance Testing<ul style="list-style-type: none">▪ Upon delivery, an inspection team will be conducting an inspection of the delivered equipment.▪ The inspection Team must see to it that the delivered equipment is Brand New and in good working conditions.▪ Specifications must be equal or higher to the users' minimum technical specifications enumerated in the Terms of Reference.▪ Must see to it that the parts and accessories are complete including manuals.▪ All computers are subjected to 24-hour test.	

Name of Company

Signature Over Printed Name
Of Authorized Representative

Date



Annex VII
(page 1 of 3)

PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.
DEPARTMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY
SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT
DICTBAC-2017-08-018 (NEGO)

TECHNICAL BID FORM

INSTRUCTION TO THE SUPPLIER: Indicate **"COMPLY"** (per line number) under **Bidder's Statement of Compliance** if Bidder can meet the technical specifications and project requirements. **DO NOT LEAVE ANY BLANK.** A "YES" or "NO" ENTRY WILL NOT BE ACCEPTED. FAILURE TO CONFORM WILL RESULT IN A RATING OF "FAILED".

Line No.:	Project Requirements	Bidder's Statement of Compliance
1	DICT's Annex VI Technical Specifications For the SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT	
2	ITEM	BRAND
	Desktops, High End	
	Monitor 27"	
	Laptop 13.3"	
	Tablet 10.5"	
	Tablet 7.9"	

BIDDER'S UNDERTAKING

I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable hereby OFFER to (supply/deliver/perform) the above described items.

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security **within ten (10) calendar days** from receipt of the Notice of Award.

Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.

Name of Company (in print)
Signature of Company Authorized Representative
Name and Designation (in print)
Date



Annex VIII
(page 2 of 3)

PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.		
DEPARTMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT DICTBAC-2017-08-018 (NEGO)		
TECHNICAL BID FORM		
INSTRUCTION TO THE SUPPLIER: Indicate "COMPLY" (per line number) under Bidder's Statement of Compliance if Bidder can meet the technical specifications and project requirements. DO NOT LEAVE ANY BLANK. A "YES" or "NO" ENTRY WILL NOT BE ACCEPTED. FAILURE TO CONFORM WILL RESULT IN A RATING OF "FAILED".		
Line No.:	Other Requirements	Bidder's Statement of Compliance
3	Bidder has no overdue deliveries or unperformed services intended for the DICT	
4	Bidder did not participate as consultant in the preparation of the design or technical specifications of the GOODS as subject of the bid	
5	Delivery Place and Distribution DICT, CP Garcia Avenue, Diliman, QC	
6	Delivery Period Within sixty (60) calendar days from receipt of Notice to Proceed	
BIDDER'S UNDERTAKING		
I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable hereby OFFER to (supply/deliver/perform) the above described items.		
I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award.		
Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.		
Name of Company (in print)		
Signature of Company Authorized Representative		
Name and Designation (in print)		
Date		



Annex VIII
(page 3 of 3)

PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.		
DEPARTMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT DICTBAC-2017-08-018 (NEGO)		
TECHNICAL BID FORM		
INSTRUCTION TO THE SUPPLIER: Indicate "COMPLY" (per line number) under Bidder's Statement of Compliance if Bidder can meet the technical specifications and project requirements. DO NOT LEAVE ANY BLANK. A "YES" or "NO" ENTRY WILL NOT BE ACCEPTED. FAILURE TO CONFORM WILL RESULT IN A RATING OF "FAILED".		
Line No.:	Project Requirements If Awarded the Contract	Bidder's Statement of Compliance
7	Operations and Maintenance Manual To submit Operation and Maintenance Manual upon completion of the project (in CD and hard copy).	
8	Replacement of Defective Items Replacement of defective items delivered within seven (7) calendar days from receipt of Notice of Defects from DICT. Service unit must be provided while awaiting replacement.	
9	Warranty Warranty Certificate issued for one (1) year in favor of DICT.	
BIDDER'S UNDERTAKING I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable hereby OFFER to (supply/deliver/perform) the above described items. I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award. Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.		
Name of Company (in print)		
Signature of Company Authorized Representative		
Name and Designation (in print)		
Date		



Annex VIII

**SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT
DICTBAC-2017-08-018 (NEGO)**

COMPANY PROFILE

COMPANY NAME	:	
ADDRESS	:	
HEAD OFFICE	:	
BRANCH	:	
TELEPHONE NUMBER/S	:	
HEAD OFFICE	:	
BRANCH	:	
FAX NUMBER/S	:	
HEAD OFFICE	:	
BRANCH	:	
E-MAIL ADDRESS/ES	:	
NUMBER OF YEARS IN BUSINESS	:	
NUMBER OF EMPLOYEES	:	
LIST OF MAJOR STOCKHOLDERS	:	
LIST OF BOARD DIRECTORS	:	
LIST OF KEY PERSONNEL (NAME & DESIGNATION WITH SIGNATURE) AS AUTHORIZED CONTACT PERSONS FOR THIS PROJECT [at least THREE (3)]	:	

Name & Signature of Company Authorized Representative

Position

Date



Annex IX

SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT DICTBAC-2017-08-018 (NEGO)

CERTIFICATE OF PERFORMANCE EVALUATION

[Rating of at least Satisfactory to be issued by the Bidder's Single Largest Completed Contract Client indicated in the submitted Annex I-A on the performance of the product supplied / delivered by the prospective bidder]

This is to certify that (NAME OF BIDDER) has supplied our company/agency with (Name of Product/s) . Based on our evaluation on timely delivery, compliance to specifications and performance, warranty and after sales service, we give (NAME OF BIDDER) a rating of:

- EXCELLENT
 VERY SATISFACTORY
 SATISFACTORY
 POOR

This Certification shall form part of the Technical Documentary Requirements in line with (Name of Bidder) participation in the **SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT** for the Department of Information and Communications Technology .

Issued this _____ day of _____ 2017 in _____, Philippines.

Name of Company (Bidder's Client)

Full name of Authorized Representative

Address

Signature of Authorized Representative

Tel. No. / Fax

E-Mail Address



Annex X

**SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT
DICTBAC-2017-08-018 (NEGO)**

FINANCIAL PROPOSAL FORM

After having carefully read and accepted the Terms and Conditions and Technical Specifications (Annex VI), I/we submit our quotation/s for the item/s as follows:

APPROVED BUDGET FOR THE CONTRACT (ABC): ₱3,115,020.00 (All price offered shall be inclusive of VAT and Delivered Duties Paid)			
Instruction: Do not leave any blanks. Indicate "0" if the item is being offered for free.			
Description	Quantity	ABC (PhP)	Financial Bid (PhP)
		Total Price	Total Price
SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT	1 LOT	₱3,115,020.00	
<u>TOTAL BID PRICE (Amount in Words):</u> _____ _____			
Notes: 1. The financial bid is inclusive of all taxes, duties, transportation costs, delivery charges and all costs relative to the project requirements including installation, testing, commissioning and training. 2. The bidder shall assume all risks until the goods have been delivered at the site and accepted by DICT.			
BIDDER'S UNDERTAKING I/We, the undersigned bidder, having examined the technical specifications, as applicable hereby OFFER to (supply/deliver/perform) the above described items. I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the technical documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award. Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.			

Name of Company

Signature Over Printed Name
Of Authorized Representative

Date



Annex XI

SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT DICTBAC-2017-08-018 (NEGO)

DETAILED FINANCIAL BREAKDOWN

After having carefully read and accepted the Terms and Conditions and Technical Specifications (Annex VII), I/we submit our quotation/s for the item/s as follows:

APPROVED BUDGET FOR THE CONTRACT (ABC): ₱3,115,020.00 (All price offered shall be inclusive of VAT and Delivered Duties Paid)			
Instructions:			
➤ The Sum of the Detailed Financial Breakdown must be equal to the Financial Bid per Annex VIII.			
➤ Do not leave any blanks. Indicate "0" if the item is being offered for free.			
Items	Quantity	Unit Cost	Total Cost per Item
Desktops, High End	5		
Monitor 27"	6		
Laptop 13.3"	6		
Tablet 10.5"	2		
Tablet 7.9"	2		
TOTAL:			
<u>TOTAL BID PRICE (Amount in Words):</u>			

Notes:			
1. A Proposal with a financial component exceeding the ABC shall not be accepted.			
2. Please quote your best offer for the items above. The information stated above shall be the basis for the evaluation and calculation of your total quotation.			
BIDDER'S UNDERTAKING			
I/We, the undersigned bidder, having examined the technical specifications, as applicable hereby OFFER to (supply/deliver/perform) the above described items.			
I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the technical documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award. Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.			

Name of Company

Signature Over Printed Name
Of Authorized Representative

Date



Annex XII-A

**SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT
DICTBAC-2017-08-018 (NEGO)**

For Goods Offered From Abroad

Name of Bidder _____, Invitation to Bid¹ Number _____, Page
_____ of _____.

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

Name of Company

Signature Over Printed Name
Of Authorized Representative

Date

¹ If ADB, JICA and WB funded projects, use IFB.



Annex XII-B

**SUPPLY AND DELIVERY OF ONE (1) LOT OF VARIOUS ICT EQUIPMENT
DICTBAC-2017-08-018 (NEGO)**

For Goods Offered From Within the Philippines

Name of Bidder _____, Invitation to Bid² Number _____. Page
_____ of _____.

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Qty	Unit price EXW per item	Transportation and Insurance 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)
1									
2									
3									
4									

Name of Company

Signature Over Printed Name
Of Authorized Representative

Date

² If ADB, JICA and WB funded projects, use IFB.