

# **PHILIPPINE BIDDING DOCUMENTS**

## **Procurement of IT Supplies for CY 2024**

**Government of the Republic of the Philippines**

**Sixth Edition  
July 2020**

## PROCUREMENT OF IT SUPPLIES FOR CY 2024

### (IB NO. 2024DJG-003)

- The **PhilHealth Regional Office VI**, through the **COB of CY 2024** intends to apply the sum of **Six Million Nine Hundred Eighty-Three Thousand Nine Hundred Fifty-Five Pesos only (Php 6,983,955.00)** being the total ABC for two (2) lots to payments under the contract for the **Procurement of IT Supplies for CY 2024** with the following breakdown by lot:

Lot No.	Item Description	ABC
1	Various IT Supplies	Php 5,899,095.00
2	IT Supplies (Lexmark Consumables)	Php 1,084,850.00
<b>TOTAL</b>		<b>Php 6,983,955.00</b>

Bids received in excess of the ABC shall be automatically rejected at bid opening.

- The **PhilHealth Regional Office VI** now invites bids for the above Procurement Project. Delivery of the Goods is required **from 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).
- 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.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

- Prospective Bidders may obtain further information from **PhilHealth Regional Office VI** and inspect the Bidding Documents at the address given below during **8:00 AM to 5:00 PM**.
- A complete set of Bidding Documents may be acquired by interested Bidders on **April 2 – April 23, 2024 9:00 AM** from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the following amount:

<b>Lot 1</b>	<b>Php 10,000.00</b>
<b>Lot 2</b>	<b>Php 5,000.00</b>
<b>All Lots</b>	<b>Php 15,000.00</b>

The Procuring Entity shall allow the bidder to present its proof of payment for the fees.

6. The **PhilHealth Regional Office VI** will hold a Pre-Bid Conference on **April 11, 2024, 9:30AM** at **PhilHealth Regional Office VI Conference Rm., 3<sup>rd</sup> Floor, Gaisano City Mall, Luna St., La Paz, Iloilo City** and/or through video conferencing or webcasting via **Microsoft Teams (MS Teams)**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address indicated below, (ii) online or electronic submission as indicated below, or (iii) both on or before **April 23, 2024 at 9:00AM**. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **April 23, 2024 at 9:30AM** at **PhilHealth Regional Office VI Conference Rm., 3<sup>rd</sup> Floor, Gaisano City Mall, Luna St., La Paz, Iloilo City** and/or via **Microsoft Teams (MS Teams)**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

*In due consideration of the COVID-19 pandemic where mobility is limited if not restricted and proper health protocols are strictly monitored, submission of Electronic Bid Documents is hereby allowed.*

10. The **PhilHealth Regional Office VI** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:  
  
**Garry C. Zabala or Jonnabelle C. Buscar, BAC Secretariat**  
**PhilHealth Regional Office VI, BAC Office**  
**3<sup>rd</sup> Floor, Gaisano City Mall, Luna St., La Paz, Iloilo City**  
**bacsec.pro6@gmail.com**  
**(033) 330-0233**
12. You may visit the following websites:  
For downloading of Bidding Documents :**www.philhealth.gov.ph** & **www.philgeps.gov.ph**  
For online bid submission: **bacsec.pro6@gmail.com**

**April 1, 2024**  
*[Date of Issue]*

**(Sgd.)**  
**ATTY. DENNIS DJ. GUEVARA**  
**BAC Chairperson**

## ***Section II. Instructions to Bidders***

### **1. Scope of Bid**

The Procuring Entity, PhilHealth Regional Office VI wishes to receive Bids for the Procurement of IT Supplies for CY 2024, with identification number IB No. 2024DJG-003.

The Procurement Project (referred to herein as “Project”) is composed of Two (2) Lots, the details of which are described in Section VII (Technical Specifications).

### **2. Funding Information**

2.1. The GOP through the source of funding as indicated below for COB CY 2024 in the total amount of Six Million Nine Hundred Eighty-Three Thousand Nine Hundred Fifty-Five Pesos only (Php 6,983,955.00) for the two (2) lots.

Lot 1 – Php 5,899,095.00

Lot 2 – Php 1,084,850.00

2.2. The source of funding is **GOCC and GFIs, the Corporate Operating Budget**.

### **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.
  - a. Foreign ownership exceeding those allowed under the rules may participate pursuant to:
    - i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;
    - ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
    - iii. When the Goods sought to be procured are not available from local suppliers; or
    - iv. When there is a need to prevent situations that defeat competition or restrain trade.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:
  - a. For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
  - b. For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.
  - c. For procurement where the Procuring Entity has determined, after the conduct of market research, that imposition of either (a) or (b) will likely result to failure of bidding or monopoly that will defeat the purpose of public bidding: the Bidder should comply with the following requirements:
    - i. Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least *fifty percent (50%) in the case of non-expendable supplies and services or twenty-five percent (25%) in the case of expendable supplies*] of the ABC for this Project; and
    - ii. The largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.

d. The End-user's acceptance or official receipt(s) or sales invoice issued for the completed contracts shall be attached to the Statement as proof thereof.

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

## 6. Origin of Goods

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

## 7. Subcontracts

7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that 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 April 11, 2024, 9:30AM at PhilHealth Regional Office VI Conference Rm., 3<sup>rd</sup> Floor, Gaisano City Mall, Luna St., La Paz, Iloilo City and/or through Microsoft Teams (MS Teams) 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 shall be entered separately in the following manner:
  - a. For Goods offered from within the Procuring Entity's country:
    - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
    - ii. The cost of all customs duties and sales and other taxes already paid or payable;
    - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
    - iv. The price of other (incidental) services, if any, listed in the **BDS**.
  - b. For Goods offered from abroad:
    - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.

- ii. The price of other (incidental) services, if any, as listed in the **BDS**.

### **13. Bid and Payment Currencies**

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 13.2. Payment of the contract price shall be made in:
  - a. Philippine Pesos.

### **14. Bid Security**

- 14.1. The Bidder shall submit a Bid Securing Declaration<sup>1</sup> 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 **August 21, 2024** (120 days from date of opening of bid). 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**.

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## 17. Opening and Preliminary Examination of Bids

- 17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat. In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.
- 17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

## 18. Domestic Preference

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

## 19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 14 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project shall be awarded as follows:

One Project having several items grouped into several lots, which shall be awarded as separate contracts per lot.
- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting

the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

## **20. Post-Qualification**

- 20.1. 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, or in the case of multi-year Framework Agreement, that it is one of the eligible bidders who have submitted bids that are found to be technically and financially compliant, }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 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 1**

<b>Item Number</b>	<b>Description</b>	<b>Quantity</b>	<b>Total</b>	<b>Delivered, Weeks/Months</b>
1	AUDIO/VIDEO CABLE - HDMI Cable - 10 Meters	7	7	Within Thirty (30) calendar days from receipt of Notice to Proceed
2	CABLE MANAGER - Wire Moulding, Flat, 2 inches	100	100	
3	ETHERNET CONNECTOR - RJ 45, Standard, for CAT6	5,000	5,000	
4	IT TOOLS(non-ICS) - Thermal Paste, 30gram	2	2	
5	IT TOOLS(non-ICS) - WIRE CUTTER, for network cable	3	3	
6	MAINTENANCE KIT(For existing Printers) - For ID Printer, P/N: ALC 002 Cleaning Kit for Evolis Primacy & Evolis Zenius ID card printer, Evolis YMCKO R5F002SAA	6	6	
7	MOTHERBOARD BATTERY - CMOS battery	50	50	
8	PRINTER CONSUMABLES (For Existing Printers) - Drum Cartridge, Brother DR-2255	3	3	
9	PRINTER CONSUMABLES (For Existing Printers) - HP 201A , CF400A, Black	10	10	

<b>Item Number</b>	<b>Description</b>	<b>Quantity</b>	<b>Total</b>	<b>Delivered, Weeks/Months</b>
10	PRINTER CONSUMABLES (For Existing Printers) - HP 89A Black Original LaserJet Toner Cartridge, CF289A	100	100	Within Thirty (30) calendar days from receipt of Notice to Proceed
11	PRINTER CONSUMABLES (For Existing Printers) - Ink Cartridges, HP F6V26AA (HP 680), Tri-Color	12	12	
12	PRINTER CONSUMABLES (For Existing Printers) - Ink Cartridges, HP F6V27AA (HP 680), Black	12	12	
13	PRINTER CONSUMABLES (For Existing Printers) - Printer Ribbon for Evolis Primacy & Evolis Zenius ID card printer, Evolis YMCKO R5F002SAA, Color Ribbon, 200 prints/roll	30	30	
14	PRINTER CONSUMABLES (For Existing Printers) - Ribbon Cartridge for Epson LQ2180/2190 Dot Matrix Printer, SO15531/SO15086, Black	20	20	
15	PRINTER CONSUMABLES (For Existing Printers) - TONER CART, HP Q7553A, BLACK	2	2	
16	PRINTER CONSUMABLES (For Existing Printers) - TONER CART, HP CE390A, BLACK	10	10	
17	PRINTER CONSUMABLES (For Existing Printers) - TONER CART, HP CE410A, (HP305), Black	5	5	
18	PRINTER CONSUMABLES (For Existing Printers) - TONER CART, HP CE411A, (HP305), Cyan	5	5	

<b>Item Number</b>	<b>Description</b>	<b>Quantity</b>	<b>Total</b>	<b>Delivered, Weeks/Months</b>
19	PRINTER CONSUMABLES (For Existing Printers) - TONER CART, HP CE412A, (HP305), Yellow	5	5	Within Thirty (30) calendar days from receipt of Notice to Proceed
20	PRINTER CONSUMABLES (For Existing Printers) - TONER CART, HP CE413A, (HP305), Magenta	5	5	
21	PRINTER CONSUMABLES (For Existing Printers) - TONER CARTRIDGE (For HP Color Laserjet Pro M181fw, 204A) - Toner Cartridges, Black, CF 510A	10	10	
22	PRINTER CONSUMABLES (For Existing Printers) - TONER CARTRIDGE (For HP Color Laserjet Pro M181fw, 204A) - Toner Cartridges, Cyan, CF 511A	10	10	
23	PRINTER CONSUMABLES (For Existing Printers) - TONER CARTRIDGE (For HP Color Laserjet Pro M181fw, 204A) - Toner Cartridges, Magenta, CF 513A	10	10	
24	PRINTER CONSUMABLES (For Existing Printers) - TONER CARTRIDGE (For HP Color Laserjet Pro M181fw, 204A) - Toner Cartridges, Yellow, CF 512A	10	10	
25	PRINTER CONSUMABLES (For Existing Printers) - Toner Cartridge, CF237A (HP 37A, M607N), Black	84	84	
26	PRINTER CONSUMABLES (For Existing Printers) - Toner Cartridge, HP CE285A Black (HP 85A)	25	25	
27	PRINTER CONSUMABLES (For Existing Printers) - TONER CARTRIDGE, HP CF281A (HP81A)	150	150	

<b>Item Number</b>	<b>Description</b>	<b>Quantity</b>	<b>Total</b>	<b>Delivered, Weeks/Months</b>
	BLACK LASERJET			
28	PRINTER CONSUMABLES (For Existing Printers) - TONER CARTRIDGE, HP CF287A (HP87) BLACK	25	25	Within Thirty (30) calendar days from receipt of Notice to Proceed
29	PRINTER PARTS(For Existing Printers) - Fuser kit , Asssembly, P/N: RMZ-6799 for HP Laserjet Printer M607	5	5	
30	UTP CABLE - At least CAT6 or latest, 305m, 1000FT Ethernet Cable	40	40	
<b>TOTAL</b>		<b>5,756</b>	<b>5,756</b>	

I hereby certify to comply and deliver all the above requirements.

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Signature Over Printed Name of Representative

\_\_\_\_\_  
Date

## ***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 2**

<b>Item Number</b>	<b>Description</b>	<b>Quantity</b>	<b>Total</b>	<b>Delivered, Weeks/Months</b>
1	PRINTER CONSUMABLES (For Existing Printers) - TONER CARTRIDGES, 58D3H00 FOR LEXMARK MS823DN PRINTER, Black	63	63	Within Thirty (30) calendar days from receipt of Notice to Proceed

I hereby certify to comply and deliver all the above requirements.

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Signature Over Printed Name of Representative

\_\_\_\_\_  
Date

## ***Section VII. Technical Specifications***

### **Notes for Preparing the Technical Specifications**

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying their Bids. In the context of Competitive Bidding, the specifications (*e.g.* production/delivery schedule, manpower requirements, and after-sales service/parts, descriptions of the lots or items) must be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of transparency, equity, efficiency, fairness, and economy in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation and post-qualification facilitated. The specifications should require that all items, materials and accessories to be included or incorporated in the goods be new, unused, and of the most recent or current models, and that they include or incorporate all recent improvements in design and materials unless otherwise provided in the Contract.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized Philippine and international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

#### **Sample Clause: Equivalency of Standards and Codes**

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest edition or revision of the relevant standards and codes shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words “*or at least equivalent.*” References to brand names cannot be used when the funding source is the GOP.



Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

# *Technical Specifications*

Item	Specification	Statement of Compliance
	<p><i>[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder’s statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i></p>	
<b>LOT 1</b>		
1	AUDIO/VIDEO CABLE - HDMI Cable - 10 Meters	
2	CABLE MANAGER - Wire Moulding, Flat, 2 inches	
3	ETHERNET CONNECTOR - RJ 45, Standard, for CAT6	
4	IT TOOLS(non-ICS) - Thermal Paste, 30gram	
5	IT TOOLS(non-ICS) - WIRE CUTTER, for network cable	

<b>Item</b>	<b>Specification</b>	<b>Statement of Compliance</b>
6	MAINTENANCE KIT(For existing Printers) - For ID Printer, P/N: ALC 002 Cleaning Kit for Evolis Primacy & Evolis Zenius ID card printer, Evolis YMCKO R5F002SAA	
7	MOTHERBOARD BATTERY - CMOS battery	
8	PRINTER CONSUMABLES (For Existing Printers) - Drum Cartridge, Brother DR-2255	
9	PRINTER CONSUMABLES (For Existing Printers) - HP 201A , CF400A, Black	
10	PRINTER CONSUMABLES (For Existing Printers) - HP 89A Black Original LaserJet Toner Cartridge, CF289A	
11	PRINTER CONSUMABLES (For Existing Printers) - Ink Cartridges, HP F6V26AA (HP 680), Tri-Color	
12	PRINTER CONSUMABLES (For Existing Printers) - Ink Cartridges, HP F6V27AA (HP 680), Black	
13	PRINTER CONSUMABLES (For Existing Printers) - Printer Ribbon for Evolis Primacy & Evolis Zenius ID card printer, Evolis YMCKO R5F002SAA, Color Ribbon, 200 prints/roll	
14	PRINTER CONSUMABLES (For Existing Printers) - Ribbon Cartridge for Epson LQ2180/2190 Dot Matrix Printer, SO15531/SO15086, Black	

<b>Item</b>	<b>Specification</b>	<b>Statement of Compliance</b>
15	PRINTER CONSUMABLES (For Existing Printers) - TONER CART, HP Q7553A, BLACK	
16	PRINTER CONSUMABLES (For Existing Printers) - TONER CART, HP CE390A, BLACK	
17	PRINTER CONSUMABLES (For Existing Printers) - TONER CART, HP CE410A, (HP305), Black	
18	PRINTER CONSUMABLES (For Existing Printers) - TONER CART, HP CE411A, (HP305), Cyan	
19	PRINTER CONSUMABLES (For Existing Printers) - TONER CART, HP CE412A, (HP305), Yellow	
20	PRINTER CONSUMABLES (For Existing Printers) - TONER CART, HP CE413A, (HP305), Magenta	
21	PRINTER CONSUMABLES (For Existing Printers) - TONER CARTRIDGE (For HP Color Laserjet Pro M181fw, 204A) - Toner Cartridges, Black, CF 510A	
22	PRINTER CONSUMABLES (For Existing Printers) - TONER CARTRIDGE (For HP Color Laserjet Pro M181fw, 204A) - Toner Cartridges, Cyan, CF 511A	
23	PRINTER CONSUMABLES (For Existing Printers) - TONER CARTRIDGE (For HP Color Laserjet Pro M181fw, 204A) - Toner Cartridges, Magenta, CF 513A	

<b>Item</b>	<b>Specification</b>	<b>Statement of Compliance</b>
24	PRINTER CONSUMABLES (For Existing Printers) - TONER CARTRIDGE (For HP Color Laserjet Pro M181fw, 204A) - Toner Cartridges, Yellow, CF 512A	
25	PRINTER CONSUMABLES (For Existing Printers) - Toner Cartridge, CF237A (HP 37A, M607N), Black	
26	PRINTER CONSUMABLES (For Existing Printers) - Toner Cartridge, HP CE285A Black (HP 85A)	
27	PRINTER CONSUMABLES (For Existing Printers) - TONER CARTRIDGE, HP CF281A (HP81A) BLACK LASERJET	
28	PRINTER CONSUMABLES (For Existing Printers) - TONER CARTRIDGE, HP CF287A (HP87) BLACK	
29	PRINTER PARTS(For Existing Printers) - Fuser kit , Assembly, P/N: RMZ-6799 for HP Laserjet Printer M607	
30	UTP CABLE - At least CAT6 or latest, 305m, 1000FT Ethernet Cable	

This is to certify that we will comply with the above Terms of Reference.

\_\_\_\_\_  
**Printed Name and Signature**

\_\_\_\_\_  
**Designation**

\_\_\_\_\_  
**Company**

# *Technical Specifications*

Item	Specification	Statement of Compliance
	<p><i>[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder’s statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i></p>	
<b>LOT 2</b>		
1	<p>PRINTER CONSUMABLES (For Existing Printers) - TONER CARTRIDGES, 58D3H00 FOR LEXMARK MS823DN PRINTER, Black</p>	

This is to certify that we will comply with the above Terms of Reference.

\_\_\_\_\_  
Printed Name and Signature

\_\_\_\_\_  
Designation

\_\_\_\_\_  
Company

