




TERMS OF REFERENCE

SUPPLY AND DELIVERY OF VARIOUS ICT EQUIPMENT IN SUPPORT TO THE PROGRAM UNDER DATA MANAGEMENT INCLUDING SYSTEMS DEVELOPMENT AND MAINTENANCE

For Official Use of PENRO Camarines Sur and CENROs Sipocot, Goa and Iriga City

The PENR Office of Camarines Sur and its three (3) CENROs deemed it necessary to materialize the procurement of various ICT equipment, specifically desktop computers and laptops in support to the commitment on improving and fast-tracking the monitoring and evaluation of various target activities of the Office. Considering that most targets involve database input, image analysis, and the like, the procurement of equipment with higher/better technical specifications is vital in ensuring the progress and efficiency of project/program implementation.

TECHNICAL SPECIFICATIONS:

LOT I: SUPPLY & DELIVERY OF DESKTOP COMPUTERS	
13 UNITS DESKTOP COMPUTER	
<ul style="list-style-type: none">• Processor: 6 Cores, 6 threads. 2.9 GHz Processor Base Frequency, 4.10 GHz Max Turbo Frequency, 9MB Smart cache, 65W TDP, 8 GT/s Bus Speed• Operating System: Windows 10• Storage: 128GB SSD + 1TB 7200 RPM HDD• Memory: 8GB DDR4 2666 MHz• Graphics: 2GB NVIDIA GeForce GT 1030• Display: K242HQL bid• Screen: 23.6-in 1920x1080 @60Hz Monitor• Keyboard: Wired Keyboard• Mouse: Optical Mouse	
LOT II: SUPPLY & DELIVERY OF LAPTOPS	
13 UNITS LAPTOP	
<ul style="list-style-type: none">• Processor: 6 Cores, 12 threads. 2.6 GHz Processor Base Frequency, 5.00 GHz Max Turbo Frequency, 12MB Smart cache, 86T/s Bus Speed, 45W TDP, 35W Configurable TDP-down• Operating System: Windows 10• Memory: 8GB up to 32GB DDR4 2933mhz• Storage: 1 TB, Expandable up to 2TB SSD (2x M.2 slot)• Graphics: NVIDIA GeForce GTX 1650• Display: 15.6" display with IPS and Full HD 1920 x 1080 resolution, supporting 144 Hz• Battery: 53 Wh 3560 mAh 15 V 4-cell Li-polymer battery• Interface: HDMI, USB 3.1 Gen 1 & Gen 2 Ports, Headphone, USB 3.1(Type-C) Ports	

TERMS AND CONDITIONS:

1. The bidder/s preferably an Authorized Service Center. Based on the Procuring Entity's determination and considering the significant quantity of equipment to be procured, part of the eligibility requirements shall include a Certification from the product manufacturer representing and warranting that the bidder itself is a trusted Authorized Service Center. Should the bidder/s only have a partner Authorized Service Center in the mainland provinces of Bicol Region, the bidder/s shall then present either of the two (2) Certificates namely, Certification from that Center that the bidder/s is/are partner company and/or Certification from the product manufacturer representing and warranting that the Center is a trusted Authorized Service Center. Either of which certifications form part of the Technical Specifications required for the after-sales service of the bidder.
2. Bidders are requested to indicate in its bid under technical specifications the brand and model of all units to be offered for review of the Procuring Entity. Moreover, the winning bidder/s is/are required to provide all incidental services such as but not limited to training of the Procuring Entity's personnel on site, in assembly, start-up, operation, and maintenance of the supplied Goods;
3. The winning bidder/s shall ensure that the equipment/goods delivered are free from defects in materials, design, and/or workmanship. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty security shall be required from the Supplier/s for a minimum period of one (1) year, as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184, after acceptance by the End-User.

The obligation for the warranty shall be covered by either retention money in an amount equivalent to at least five percent (5%) of every progress payment, or a special bank guarantee equivalent to five percent (5%) of the total Contract Price. The said amounts shall only be released after the lapse of the warranty period. Provided, however, that the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met.

4. The Procuring Entity or its representative shall have the right to inspect and/or to test, within the Office premises, the equipment/goods to confirm its conformity to the technical specification at no extra cost. All reasonable facilities and assistance for the inspection and testing of equipment/goods shall be provided by the Supplier/s to the authorized inspectors at no charge to the Procuring Entity.
5. The seven (7) calendar days period for the replacement warranty of defective units shall commence from the receipt of the actual end-user of each unit. The definitions of defective units or defects arising from design, materials, or workmanship or from any act or omission of the Supplier are as follows:
 - a. Upon opening of the box, accessories or external parts are found missing;
 - b. Upon opening of the box, physical damage/s (i.e. rusts, stains, dents, scratches, or cracks) is/are evident to the finishing or parts;
 - c. Unit not opening at all;
 - d. Application/s are crashing/malfunctioning or not working at all;
 - e. Battery is drained faster than expected during normal use;
 - f. Keys, screen, or buttons are non-responsive; or
 - g. Connectivity/ies is/are malfunctioning.

The winning bidder/s shall the replace the product at no charge with a new unit.


6. Only a period of twelve (12) calendar days is given for the immediate repair of defective units. Otherwise, a request for extension should be submitted before the lapse of the original period given. The maximum allowable extension shall not be longer than the initial period.

In the event that the repair is beyond the capacity of the Authorized Service Center within the mainland provinces of Bicol Region, the Procuring Entity agrees to return the unit for repair. Whereas, during the said period of the repair, the accountability lies with the winning bidder/s.

7. Schedule of Delivery of Items shall be within twenty (20) calendar days upon receipt of Notice to Proceed.

PAYMENT:

The total amount of the items purchased will be paid upon Inspection and Acceptance by the End-User of the delivered items.


GRACE L. CARIÑO
PENR Officer