

**INVITATION TO BID FOR
23GFB0014**

The Department of Public Works and Highways - Albay 2nd District Engineering Office, through its Bids and Awards Committee (BAC) for Goods, invites suppliers to apply to submit bids for the following Contract:

Contract Name : **Procurement of IT Equipment & Software to be Used at Planning and Design Section**

Contract Location : **DPWH-Albay 2nd DEO, RES V Compound, Airport Site, Legazpi City, Albay**

Brief Description of Goods : **Procurement of IT Equipment & Software to be Used at Planning and Design Section to be Procured**

Approved Budget for the Contract (ABC) : **P5,173,000.00**

Source of Funds : **101101 (FY 2023)**

Delivery/Contract Duration : **30 C.D.**

PR NO. : **23-07-048**

The BAC is conducting the public bidding for this Contract in accordance with Republic Act No. 9184 and its Implementing Rules and Regulations (IRR).

Bidders should have completed, within 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 IV, Instruction to Bidders.

To be eligible to bid for this Contract, a supplier must meet the following major requirements:

- Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives;
- Mayor's/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;
- Tax clearance per Executive Order 398, series of 2005, as finally reviewed and approved by the BIR;
- Filipino citizen or 60% Filipino-owned partnership/corporation;
- Completion of similar contract costing at least 50% of the ABC;
- Net Financial Contracting Capacity (NFCC) at least equal to the ABC or in lieu of the NFCC computation, a committed line of credit (CLC) specific to the contract to be bid from a universal or commercial bank.

The DPWH will use non-discretionary "pass/fail" criteria in the eligibility check, preliminary examination of bids, evaluation of bids, post-qualification, and award.

The schedule of key procurement activities for this Contract are shown below:

Activity	Time	Place
1. Issuance/Downloading of Bidding Documents	February 22, 2024 (Thurs.) to March 12, 2024 (Tues.)	Hard copies at BAC Secretariat, Procurement Section of this Office. Downloadable from DPWH website www.dpwh.gov.ph and PhilGEPS website www.philgeps.gov.ph
2. Pre-Bid Conference	Thursday, February 29, 2024 at 10:00:00 AM	
3. Receipt by the BAC of Bids	March 12, 2024 until 10:00 am	
4. Opening of Bids	Immediately after cut-off of dropping	

Bidders shall pay a fee of **P5,000.00** for the Bidding Documents, upon securing hard copies of the documents. Bidding documents fee **may be refunded** in accordance to section 17.5. of the 2016 Revised IRR of

R.A. 9184, however, said refund shall be subject to the conditions stipulated based on the grounds provided under Section 41 of the Act and this IRR. Bidders that download the Documents from the DPWH/PhilGEPS website shall pay fee upon submission of their the bids. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in Instruction to Bidders.

The DPWH - Albay 2nd District Engineering Office reserves the right to accept or reject any bid and to annul the bidding process at any time before the contract award, without incurring any liability to affected bidder/s, accordance with the provisions of Section 41 of RA 9184 and its IRR.

Any request for additional information concerning this bidding shall be directed to the following:

BAC Chairman: **Engr. NINEZ B. REGALADO**

Address: Albay 2nd DEO, RES V Compound

Airport Site, Legazpi City

Telephone No.: 480-07-90

Email Address: procurement.albay2nd@gmail.com

OIC - Head Procurement Officer: **Engr. MARIA JOY L. ZAMUDIO**

Address: Albay 2nd DEO, RES V Compound

Airport Site, Legazpi City

Telephone No.: 480-07-90

Email Address: procurement.albay2nd@gmail.com

Approved by:

Dates of Publication:

February 22, 2024 to February 28, 2024

Newspaper:

N/A


NINEZ B. REGALADO
Chief, Maintenance Section
BAC, Chairman

BID DATA SHEET

ITB Clause	
1.1	<p>The PROCURING ENTITY is DPWH, Albay 2nd District Engineering Office</p> <p>The Acope of the Goods/Services required under this Contract Procurement of IT Equipment & Software to be Used at Planning and Design Section</p>
2	<p>The Funding Source is: The Government of the Philippines (GOP) through 101101 (FY 2023) amounting to <u>P5,173,000.00</u> The name of the project is Procurement of IT Equipment & Software to be Used at Planning and Design Section</p>
3.1	No further instructions.
5.1	No further instructions.
5.2	None of the circumstances mentioned in the ITB Clause exists in this Project. Foreign bidders, except those falling under ITB Clause 5.2(b), may not participate in this Project.
5.4	No further instructions.
6.3	No further instructions.
8.1	Subcontracting is not allowed.
8.2	Not applicable.
9.1(a)	<p>The procuring Entity will hold a pre-bid conference for this Project on February 29, 2024 at 10:00am, DPWH Albay 2nd District Engineering Office, Airport Site, Legazpi City.</p>
9.1(b)	Contract duration is 30 C.D.
10.1	<p>The Procuring Entity's address is: DPWH Albay 2nd District Engineering Office, RES Compound, Airport Site, Legazpi City JOANNE T. MORALES, BAC Chairman (052) 480-0790</p>
10.3	No further instructions.
12.1(a)(i)	No other acceptable proof of registration is recognized.
13(c)(2)	The statement of all ongoing government and private contracts shall include all such contracts prior to the deadline for the submission and receipt of bids.
13(c)(3)	No additional requirements.

14	The ABC is ₱5,173,000.00 Any bid with a financial component exceeding this amount shall not be accepted.
14.2	No incidental services are required.
17.1	The bid prices for Goods supplied from outside of the Philippines shall be quoted in Philippine Pesos.
18.1	Bids will be valid until 120 C.D. from the date of opening of bids.
19.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <p>1. The amount of ₱103,460.00 , if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</p> <p>2. The amount of ₱258,650.00 , if bid security is in surety bond; or draft/guarantee or</p> <p>3. Any combination of the foregoing proportionate to the share of form with respect to total amount of security.</p>
19.2	The bid security shall be valid until July 09, 2024
21.3	Each Bidder shall submit 1 original copy duly signed and 1 photocopy (duly signed) of the first and second components of its bid.
22	<p>The address for submission of bids is The Chairman, DPWH, Albay 2nd District Engineering Office, Airport Site, Legazpi City.</p> <p>The date for submission of bids is March 12, 2024 until 10:00 am</p>
25.1	<p>The place of Bid Opening is at DPWH, Albay 2nd District Engineering Office, Airport Site, Legazpi City.</p> <p>The Date and Time of Bid Opening is Immediately after cut-off of dropping</p>
25.2	No further instructions.
28.3(d)	Bid Modification is allowed.
28.4	No further instructions.
28.5	No further instructions.
29.2(b)	<p>Only tax returns filed and taxes filed and taxes paid through the BIR Electronic Filing and Payment System (EFPS) shall be accepted.</p> <p>NOTE: The latest income and business tax returns are those within the last six months preceding the date of bid submission.</p>
29.2(d)	No other acceptable proof of registration is recognized.
32.4(g)	No further instructions.
33.2	No further instructions.

SPECIAL CONDITION OF CONTRACT
23GFB0014

Procurement of IT Equipment & Software to be Used at Planning and Design Section

GCC Clause	
1.1(g)	The Procuring Entity is DPWH Albay 2nd District Engineering Office.
1.1(i)	The Supplier is _____ .
1.1(j)	The Funding Source is 101101 (FY 2023) in the amount of ₱5,173,000.00
1.1(k)	The Project Site is located at <u>DPWH-Albay 2nd DEO, RES V Compound, Airport Site, Legazpi City, Albay</u>
5.1	The Procuring Entity's address for Notices is at RES V Compound, Airport Site, Legazpi City, Albay. The Supplier's address for Notices is _____ .
	<p>Additional Bidding Requirements the Prospective Bidders must closely comply;</p> <p>1. Improperly sealed and marked bid envelopes is ACCEPTED provided that the bidder is duly authorized representative shall acknowledge such condition of the bid as submitted.</p> <p>2. Prospective bidders shall present their ORIGINAL OFFICIAL RECEIPT OF PAYMENT for Bid Documents (Project Specific) to the BAC Secretariat of this office before the deadline stated in the Invitation to Bid (IB). Only the owner or authorized representative with a Special Power of Attorney (SPA) will be allowed to transact business relative to the bidding matters.</p>
6.20	<p>Delivery and Documents – Upon delivery of the Goods to the Project Site, the Supplier shall notify the Procuring Entity and present the following documents to the Procuring Entity:</p> <p>(i) Original and four copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;</p> <p>(ii) Original and four copies delivery receipt/note, railway receipt, or truck receipt;</p> <p>(iii) Original Supplier's factory inspection report;</p> <p>(iv) Original and four copies of the Manufacturer's and/or Supplier's warranty certificate;</p> <p>(v) Original and four copies of the certificate of origin (for imported Goods);</p> <p>(vi) Delivery receipt detailing number and description of items received signed by the authorized receiving personnel;</p> <p>(vii) Certificate of Acceptance/Inspection Report signed by the</p>

	<p>Procuring Entity's representative at the Project Site; and</p> <p>(viii) Four copies of the Invoice Receipt for Property signed by the Procuring Entity's representative at the Project Site.</p>
	<p>Packaging –</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the GOODS' final destination and the absence of heavy handling facilities at all points in transit. 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. The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination</p> <p>Insurance –</p> <p>The Goods supplied under this Contract shall be fully insured by the Supplier in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery. The Goods remain at the risk and title of the Supplier until their final acceptance by the Procuring Entity.</p> <p>Patent Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
10.40	Not applicable.
13.40	No further instructions.
16.10	None
17.30	No further instructions.
17.40	No further instructions.
21.10	No further instructions.

SCC for Contract ID No. 23GFB0014



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
ALBAY 2ND DISTRICT ENGINEERING OFFICE
Airport Site, Legazpi City

Bill of Quantities

23GFB0014 - Procurement of IT Equipment & Software to be Used at Planning and Design Section

Stock/ Property No.	ITEM/DESCRIPTION	Quantity	Unit/s	Unit Cost	Total Cost
	IX. I.T. EQUIPMENT AND SOFTWARES				
1	DESKTOP COMPUTER	15	units		
	(SPECIALIZED SOFTWARE APPLICATION USE)				
	Description: For Specialized Software Application Use				
	Main Equipment Components: Specification				
	Processor & Chipset: Core-i7 (12th Gen), 8-cores and 64-bit or its equivalent				
	Internal Memory: 32GB DDR4				
	Storage: 1TB 7200RPM HDD + 512GB SSD				
	Display & Graphics: 24-inch Diagonal Full High-Definition Wide				
	screen or Wide Viewing Angle LED Display (same brand as CPU); 6 GB				
	dedicated graphics memory				
	Audio: Intergrated Sound Card with internal speaker				
	Expansion Slot: 4 slots on-board, at least 1 pCI Express slot				
	IO Ports: 6 USB (2 front, 4 rear atleast 1 Type-C), VGA, Audio,				
	HDMI/Display Port, Ethernet (RJ-45)				
	Network Interface: Intergrated Gigabit Ethernet				
	Casing: 3 to 4 Drive Bays for Hard Disk Drive (HDD)				
	SOFTWARE:				
	Operating System: Licensed OEM windows 11 Professional 64-bit with media				
	installer. Must be activated with Microsoft prior to delivery.				
	Recovery Media: Recovery media for all drivers and utilities stored in any				
	electronic storage media. It must be properly labelled and virus free.				
	Office Software: Microsoft Office Standard (latest version) under Cloud Solution				
	Provider (CSP) Agreement. The licenses must be perpetual and transferrable.				
	It must be licenses and named after the DPWH and can be added to the				
	Department's existing tenant domain dpwhgovph.onmicrosoft.com and primary				
	domain dpwh.gov.ph. The Supplier must present a certificate as a certified CSP				
	Direct Partner in the Philippines.				
	ACCESSORIES: SPECIFICATION				
	Keyboard: Manufacture's Standard (same brand as the Computer)				
	Mouse: Optical with mouse pad (same brand as the Computer)				
	Webcam: 2MP FHD				
	Headset with Microphone (1-meter cable length, with				
	noise cancellation feature, audio jack/usb connections type. Must be				
	compatibel with the offered desktop)				
	Power Supply: Manufacture's Standard				
	Cables and Connectors: All necessary cables and connectors; patch cord (CAT5e,				
	factory crimped with RJ-45 connector, 5 meters, preferably color orange)				
	OTHER REQUIREMENTS:				
	Brand and Model: Must be an International Brand Name with existence of at				
	least ten (10) years in the Philippines. It must be in the current catalog and not				
	See continuation next page.....			TOTAL	

NAME OF SUPPLIER

AMOUNT IN WORDS

AMOUNT IN FIGURES

SIGNATURE OF SUPPLIER



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
ALBAY 2ND DISTRICT ENGINEERING OFFICE
 Airport Site, Legazpi City

Bill of Quantities

23GFB0014 - Procurement of IT Equipment & Software to be Used at Planning and Design Section

Stock/ Property No.	ITEM/DESCRIPTION	Quantity	Unit/s	Unit Cost	Total Cost
	IX. I.T. EQUIPMENT AND SOFTWARES				
	end-of-life. Manufacturer's certificate is required.				
	Components: All Components must be the same brand as the Computer (except for the webcam, and headset) and manufacturer installed.				
	Regulatory: ENERGY STAR certified (with Energy Star Stamp). For Desktop Computers that do not carry an Energy Star label, an appropriate means of Energy consumption level shall be submitted such as a technical dossier of the manufacturer or a test report from a recognized body to demonstrate compliance with this requirement.				
	Documentation and Media: The equipment shall be supplied with the standard manufacturer documentation, on any electronic storage media and hard copy version where available.				
	WARRANTY AND MAINTENANCE:				
	The Supplier is required to provide a three (3) year warranty for parts and associated software and onsite labor, 1-year on mouse, and headset with microphone from the Date of the Inspection and Acceptance Report (IAR)				
	Technical support: The local technical support shall include telephone and email, 8 hours per day (8:00am-5:00pm) 5 days a week (Monday-Friday) for problem resolution. Support shall have a response of next business day.				
	Additional Notes:				
	The Technical Specifications for UPS (for Workstation) shall be attached.				
	UNINTERRUPTIBLE POWER SUPPLY (for Workstation)				
	Description: Continuous power supply and data loss prevention				
	MAIN EQUIPMENT COMPONENTS: SPECIFICATION				
	Power Ratings: 650VA/390W				
	230V- Input/Output Voltage				
	5-minutes back-up power at half load				
	8 hours recharge time				
	Outlets: 2 power output/connectors				
	Features: Built-in Automatic Voltage Regulator (AVR), Automatic Self Test (built-in), Alarms(On-line, on battery, replacement battery, and overload)				
	ACCESSORIES: SPECIFICATION				
	Cables and Connector: All necessary cables and connectors; patch cord (CAT5e, factory crimped with RJ45 connector, 5 meters, preferably gray and adapters).				
	OTHER REQUIREMENTS:				
	Brand and Model: Must be an International Brand Name with existence of at least five (5) year in the Philippines. Unit model must be in current catalog and not end-of-life. Manufacturer's certificate is required.				
	Documentation and Media: The equipment shall be supplied with the standard manufacturer documentation, on any electronic storage media and hard copy version where available.				
	WARRANTY AND MAINTENANCE:				
	See continuation next page.....			TOTAL	

NAME OF SUPPLIER

AMOUNT IN WORDS

AMOUNT IN FIGURES

SIGNATURE OF SUPPLIER



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
ALBAY 2ND DISTRICT ENGINEERING OFFICE
 Airport Site, Legazpi City

Bill of Quantities

23GFB0014 - Procurement of IT Equipment & Software to be Used at Planning and Design Section

Stock/ Property No.	ITEM/DESCRIPTION	Quantity	Unit/s	Unit Cost	Total Cost
	IX. I.T. EQUIPMENT AND SOFTWARES				
	The Supplier is required to provide a three (3) year warranty for parts and on-site labor from the date of the Inspection and Acceptance Report.				
	Technical support: The local technical support shall include telephone and email, 8 hours per day (8:00am-5:00pm) 5 days a week (Monday-Friday) for problem resolution. Support shall have a response of next business day.				
2	MULTIFUNCTION INKJET PRINTER (A3)	5	unit/s		
	Description: For Daily document printing, copying and scanning				
	Main Equipment Components: Specification				
	Print Technology: Inkjet (Color)				
	Copy Speed: Draft: 30 cpm or ISO: 11 ipm; speed measured using A4 size paper/Letter				
	Print Quality: 4800 x 1200 dpi				
	Scan Resolution: 1200 dpi				
	Scan Features: Multi-sheet scan to single PDF file				
	Scan Type: Flatbed and ADF				
	Monthly Duty Cycle: 5,000 pages				
	Ink System: Continuous Ink Supply System or Ink System (original or built-in); Refill must be available nationwide. Certificate of Authenticity is required.				
	Network Interface: Fast Ethernet				
	IO Ports: USB 2.0; Ethernet (RJ-45)				
	PAPER HANDLING				
	Duplex Printing: Automatic two-sided printing				
	Paper Trays: Two Trays (Standard Input tray, Multi-purpose tray)				
	Maximum Media Size: A3 (11.7in x 17in)				
	Media Type: Paper (Bond, light, heavy, plain, recycled, rough) envelopes, label, cardstock, photo, brochures.				
	SOFTWARE				
	Supported OS: Windows 11, 10, 8.1 (32 & 64 bit)				
	Drivers: Original CD/DVD copy or in any electronic media storage. Must be compatible with 32-bit and 64-bit operating system.				
	ACCESSORIES: SPECIFICATION				
	Ink Tank: Pre-installed ink tanks with additional three (3) standard ink refill bottles per color.				
	Cables and Connectors: All necessary cables and connectors; patch cable (CAT5e, factory crimped with RJ 45 connector, 5 meters, preferably color orange).				
	OTHER REQUIREMENTS				
	See continuation nextpage.....				
				TOTAL	

NAME OF SUPPLIER

AMOUNT IN WORDS

AMOUNT IN FIGURES

SIGNATURE OF SUPPLIER



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
ALBAY 2ND DISTRICT ENGINEERING OFFICE
 Airport Site, Legazpi City

Bill of Quantities

23GFB0014 - Procurement of IT Equipment & Software to be Used at Planning and Design Section

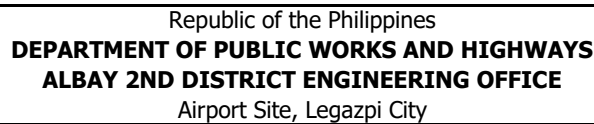
Stock/ Property No.	ITEM/DESCRIPTION	Quantity	Unit/s	Unit Cost	Total Cost
	IX. I.T. EQUIPMENT AND SOFTWARES				
	Brand and Model: Must be an International Brand Name with existence of at least 10 years in the Philippines. Unit model must be in current catalog and not end-of life. Manufacturer's certificate is required.				
	Regulatory: ENERGY STAR certified (with Energy Star Stamp). For printers that do not carry Energy Star label, an appropriate means of proof of Energy consumption level shall be submitted such as technical dossier of the manufacturer or attest report from a recognized body to demonstrate compliance with this requirement.				
	DOCUMENTATION AND MEDIA: The requirement shall be supplied with the standard manufacturer documentation, on any electronic storage media and hard copy version where available.				
	WARRANTY AND MAINTENANCE The Supplier is required to provide a three (3) year warranty for parts and onsite labor from the date of the Inspection and Acceptance Report (IAR).				
	TECHNICAL SUPPORT: The local technical support through telephone and email, 8 hours per day (8:00am-5:00pm), 5 days a week (Monday-Friday) for problem resolution. Support shall have a response time of next business day.				
3	SMARTPHONE Main Equipment Components	7	unit/s		
	SPECIFICATION Operating System: Android OS, v13/ IOS (latest version) Processor: Octa Core (latest version) Memory: 6GB RAM/more Internal Storage: 256GB Display: LCD Multi-touch Screen, 6-inch, Corning Gorilla Glass 5, AMOLED/OLED, 120Hz Camera: 12 MP Main Camera, Front, GEO-Tagging Feature Connectivity: 2G/3G/4G/5G Network, Wi-fi, GPS, Bluetooth Sensors: Gyroscope, Compass/Magnetometer, Proximity, Accelerometer Interface: Charger Port, nano SIM Card Slot				
	ACCESSORIES SPECIFICATION Cable and Connectors: USB cable and Power Adaptor (charger) Battery: Manufacturer's Standard Headset: Manufacturer's Standard See continuation next page.....				
				TOTAL	

NAME OF SUPPLIER

AMOUNT IN WORDS

AMOUNT IN FIGURES

SIGNATURE OF SUPPLIER



23GFB0014 - Procurement of IT Equipment & Software to be Used at Planning and Design Section

NAME OF SUPPLIER _____

AMOUNT IN WORDS _____

AMOUNT IN FIGURES _____

SIGNATURE OF SUPPLIER _____