



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
MINDORO OCCIDENTAL DISTRICT ENGINEERING OFFICE
Mamburao, Occidental Mindoro, MIMAROPA Region (IV-B)



PHILIPPINE BIDDING DOCUMENTS

Procurement of GOODS

24GEB0027

**Purchase, Delivery & Installation of Materials
for use in the upgrading of network room
and structured cabling of Planning and
Design Section and DPWH Hostel – DPWH
Mindoro Occidental DEO**

Bidding Date: August 6, 2024

**Sixth Edition
July 2020**

Preface

These Philippine Bidding Documents (PBDs) for the procurement of Goods through Competitive Bidding have been prepared by the Government of the Philippines for use by any branch, constitutional commission or office, agency, department, bureau, office, or instrumentality of the Government of the Philippines, National Government Agencies, including Government-Owned and/or Controlled Corporations, Government Financing Institutions, State Universities and Colleges, and Local Government Unit. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the Government of the Philippines or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

The Bidding Documents shall clearly and adequately define, among others: (i) the objectives, scope, and expected outputs and/or results of the proposed contract or Framework Agreement, as the case may be; (ii) the eligibility requirements of Bidders; (iii) the expected contract or Framework Agreement duration, the estimated quantity in the case of procurement of goods, delivery schedule and/or time frame; and (iv) the obligations, duties, and/or functions of the winning bidder.

Care should be taken to check the relevance of the provisions of the PBDs against the requirements of the specific Goods to be procured. If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.

Moreover, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents. The following general directions should be observed when using the documents:

- a. All the documents listed in the Table of Contents are normally required for the procurement of Goods. However, they should be adapted as necessary to the circumstances of the particular Procurement Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, Bid Data Sheet, General Conditions of Contract, Special Conditions of Contract, Schedule of Requirements, and Specifications are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.

- d. The cover should be modified as required to identify the Bidding Documents as to the Procurement Project, Project Identification Number, and Procuring Entity, in addition to the date of issue.
- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.
- f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

CDA - Cooperative Development Authority.

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

DDP – Refers to the quoted price of the Goods, which means “delivered duty paid.”

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

Foreign-funded Procurement or Foreign-Assisted Project– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

Framework Agreement – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

GFI – Government Financial Institution.

GOCC – Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national

buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

Supplier – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

UN – United Nations.

Section I. Invitation to Bid

Notes on the Invitation to Bid

The Invitation to Bid (IB) provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The IB shall be posted in accordance with Section 21.2 of the 2016 revised IRR of RA No. 9184.

Apart from the essential items listed in the Bidding Documents, the IB should also indicate the following:

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria (*e.g.*, the application of a margin of preference in bid evaluation).

The IB should be incorporated in the Bidding Documents. The information contained in the IB must conform to the Bidding Documents and in particular to the relevant information in the Bid Data Sheet.



INVITATION TO BID

1. The **Department of Public Works and Highways, Mindoro Occidental District Engineering Office, Mamburao, Occidental Mindoro**, through the **FY 2024 RA 11975 Regular 2024 Current** intends to apply the sum of the Approved Budget for the Contract (ABC) to payments under the contract/s for the hereunder project/s. Bids received in excess of the ABC shall be automatically rejected at bid opening.

1.a.	Contract ID	:	24GEB0023
b.	Contract Name	:	Purchase and Delivery and Installation of Genset and Transformer for use in DPWH Mindoro Occidental DEO – Lubang Field Office
c.	Contract Location	:	Lubang, Occidental Mindoro
d.	Scope of Work	:	Purchase & Delivery and Installation of Genset and Transformer
e.	Approved Budget for the Contract (ABC)	:	₱ 2,616,151.89
f.	Source of Fund	:	FY 2024 RA 11975 Regular 2024 Current
g.	Place of Delivery	:	DPWH-Lubang, Occidental Mindoro
h.	Contract Duration	:	90 C.D.

2.a.	Contract ID	:	24GEB0024
b.	Contract Name	:	Purchase and Delivery of Diesel Fuel for use in the operation of Amphibious Excavator 33 (K4-39), DPWH – Mindoro Occidental DEO
c.	Contract Location	:	San Jose, Occidental Mindoro
d.	Scope of Work	:	Purchase and Delivery of Diesel Fuel
e.	Approved Budget for the Contract (ABC)	:	₱ 2,190,163.50
f.	Source of Fund	:	FY 2024 RA 11975 Regular 2024 Current
g.	Place of Delivery	:	DPWH-San Jose, Occidental Mindoro
h.	Contract Duration	:	30 C.D.

3.a.	Contract ID	:	24GEB0025
b.	Contract Name	:	Purchase, Delivery of Surveying Instrument (RTK) Multi Frequency GNSS Receiver with image surveying and with unlimited pole Tilt function for use in DPWH Mindoro Occidental DEO – Planning and Design Section
c.	Contract Location	:	Mamburao, Occidental Mindoro
d.	Scope of Work	:	Purchase, Delivery of Surveying Instrument (RTK)
e.	Approved Budget for the Contract (ABC)	:	₱ 2,600,000.00
f.	Source of Fund	:	FY 2024 RA 11975 Regular 2024 Current
g.	Place of Delivery	:	DPWH-Mamburao, Occidental Mindoro
h.	Contract Duration	:	60 C.D.

4.a.	Contract ID	:	24GEB0026
b.	Contract Name	:	Purchase & Delivery of Consumables (Toners for copiers) (3rd quarter) for use in DPWH Mindoro Occidental DEO
c.	Contract Location	:	Mamburao, Occidental Mindoro
d.	Scope of Work	:	Purchase & Delivery of Consumables
e.	Approved Budget for the Contract (ABC)	:	₱ 999,850.00
f.	Source of Fund	:	FY 2024 RA 11975 Regular 2024 Current
g.	Place of Delivery	:	DPWH-Mamburao, Occidental Mindoro
h.	Contract Duration	:	30 C.D.

5.a.	Contract ID	:	24GEB0027
b.	Contract Name	:	Purchase, Delivery & Installation of Materials for use in the upgrading of network room and structured cabling of Planning and Design Section and DPWH Hostel – DPWH Mindoro Occidental DEO
c.	Contract Location	:	Mamburao, Occidental Mindoro
d.	Scope of Work	:	Purchase, Delivery & Installation of Materials
e.	Approved Budget for the Contract (ABC)	:	₱ 4,745,928.60
f.	Source of Fund	:	FY 2024 RA 11975 Regular 2024 Current
g.	Place of Delivery	:	DPWH-Mamburao, Occidental Mindoro
h.	Contract Duration	:	90 C.D.

6.a.	Contract ID	:	24GEB0028
b.	Contract Name	:	Purchase of Diesel Fuel, Oil & Lubricants for use of Service Vehicles and Generator (3rd Quarter) DPWH Mindoro Occidental DEO
c.	Contract Location	:	Mamburao, Occidental Mindoro
d.	Scope of Work	:	Purchase, Delivery & Installation of Materials
e.	Approved Budget for the Contract (ABC)	:	₱ 2,899,956.15
f.	Source of Fund	:	FY 2024 RA 11975 Regular 2024 Current
g.	Place of Delivery	:	DPWH-Mamburao, Occidental Mindoro
h.	Contract Duration	:	30 C.D.

2. The **Department of Public Works and Highways, Mindoro Occidental District Engineering Office, Mamburao, Occidental Mindoro**, now invites bids for the above Procurement Project. Delivery of the Goods is required by **30 calendar days**. Bidders should have completed, within *five (5) years* from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

4. Interested bidders may obtain further information from **Department of Public Works and Highways, Mindoro Occidental District Engineering Office, Ground Floor Main Bldg.,**

Mamburao, Occidental Mindoro and inspect the Bidding Documents at the address given below during **8:00 AM to 5:00 PM**.

5. A complete set of Bidding Documents may be acquired by interested Bidders on **July 18 – August 06, 2024 from** the address below from and upon payment of applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **₱ 5,000.00 for 24GEB0016, 24GEB0017, 24GEB0018, 24GEB0019, 24GEB0020, and 24GEB0021**. The Bidding Documents shall be received personally by the prospective Bidder or his authorized representative.
6. The **Department of Public Works and Highways, Mindoro Occidental District Engineering Office, Mamburao, Occidental Mindoro** will hold a Pre-Bid Conference¹ on **July 25, 2024 at 2:00 P.M.** at **DPWH, Mindoro Occidental DEO Procurement Conference Room, Ground Floor, Main Office Bldg., Mamburao, Occidental Mindoro**, and/or through video conferencing or webcasting via Youtube Live <https://www.youtube.com/@DPWH.MinOcDEO>, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on **August 06, 2024 on or before 9:00 A.M.** 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 16.
9. Bid opening shall be **immediately after the deadline of submission of bids** on **August 06, 2024** at **DPWH, Mindoro Occidental District Engineering Office, Procurement Office, Ground Floor Main Bldg., Mamburao, Occidental Mindoro** and/or via Youtube Live <https://www.youtube.com/@DPWH.MinOcDEO>. Bids will be opened in the presence of the Bidders' authorized representatives who choose to attend at the address below.
10. The **DPWH, Mindoro Occidental District Engineering Office, Mamburao, Occidental Mindoro** 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:

CASIANA A. ABAD
Head, BAC Secretariat
DPWH, Mindoro Occidental DEO
Km. 407 Airport Road
Mamburao, Occidental Mindoro
Email Address: occidentalmindorobac@yahoo.com
Contact No.: 0956-495-3159

12. You may visit the following websites:

For downloading of Bidding Documents: [<http://www.dpwh.gov.ph>]

: [<http://www.philgeps.gov.ph>]

MA. THERESA J. PALIMA
BAC CHAIRPERSON

KVL RKSS GDJ APDV ERR

Dates of Publication: July 18 – August 06, 2024

DPWH Website, PhilGEPS Website
and DPWH-MODEO Bulletin Board

Section II. Instructions to Bidders

Notes on the Instructions to Bidders

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

1. Scope of Bid

The Procuring Entity, *DPWH, Mindoro Occidental District Engineering Office* wishes to receive Bids for **24GEB0027: Purchase, Delivery & Installation of Materials for use in the upgrading of network room and structured cabling of Planning and Design Section and DPWH Hostel – DPWH Mindoro Occidental DEO**

[Note: The Project Identification Number is assigned by the Procuring Entity based on its own coding scheme and is not the same as the PhilGEPS reference number, which is generated after the posting of the bid opportunity on the PhilGEPS website.]

The Procurement Project (referred to herein as “Project”) is composed of *[indicate number of lots or items]*, 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 FY 2024 RA 11975 Regular 2024 Current in the amount of **P 4,745,928.60**

2.2. The source of funding is:

a. NGA, the General Appropriations Act or Special Appropriations.

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and

obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. Foreign ownership 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.
- 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 *Youtube Page :DPWH Mindoro Occidental District Engineering Office- BAC* 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 *Five (5) 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 Declaration² 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 *120 CD from the date of the opening of bids*. 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 two (2) copies of the first and second components of its Bid.

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

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

16. Deadline for Submission of Bids

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

17. Opening and Preliminary Examination of Bids

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

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

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

² In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

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 that shall be awarded as one contract.
- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.2. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

Section III. Bid Data Sheet

Notes on the Bid Data Sheet

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

- a. Information that specifies and complements provisions of the ITB must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.

Bid Data Sheet

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <ul style="list-style-type: none"> a. 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. completed within 5 years prior to the deadline for the submission and receipt of bids.
7.1	Subcontracting is not allowed.
12	The price of the Goods shall be quoted DDP <i>Philippine Peso</i> .
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ul style="list-style-type: none"> a. The amount of not less than <i>two percent (2%) of ABC</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. The amount of not less than <i>five percent (5%) of ABC</i> if bid security is in Surety Bond.
15.	<ul style="list-style-type: none"> a. Each Bidder shall submit two (2) copies of the first and second components of its Bid. b. 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. c. 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.
19. 3	The Project will be awarded by lot, list grouping of lots by specifying the group title, items, and the quantity for identified lot and the corresponding ABC for each lot. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by one the prospective Bidder.

19.4	<i>AWARD IS ON A LUMP SUM BASIS.</i>
20.1	<i>All Class "A" Documents.</i>
21.1	<i>(List here any additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity.)</i>

Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Supplier, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special Conditions of Contract.

1. Scope of Contract

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

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

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

2. Advance Payment and Terms of Payment

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

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

3. Performance Security

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

4. Inspection and Tests

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

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

5. Warranty

- 5.1 In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 5.2 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

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

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

Section V. Special Conditions of Contract

Notes on the Special Conditions of Contract

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Goods purchased. In preparing this Section, the following aspects should be checked:

- a. Information that complements provisions of the GCC must be incorporated.
- b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

Special Conditions of Contract

GCC Clause	
1	<p><i>[List here any additional requirements for the completion of this Contract. The following requirements and the corresponding provisions may be deleted, amended, or retained depending on its applicability to this Contract:]</i></p> <p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p><i>[For Goods supplied from abroad, state:]</i> “The delivery terms applicable to the Contract are DDP delivered <i>[indicate place of destination]</i>. In accordance with INCOTERMS.”</p> <p><i>[For Goods supplied from within the Philippines, state:]</i> “The delivery terms applicable to this Contract are delivered <i>[indicate place of destination]</i>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements). Presentation of sample product of Good before delivery and acceptance.</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is <i>[indicate name(s)]</i>.</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <p><i>Select appropriate requirements and delete the rest.</i></p> <ol style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and

	<p>e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.</p> <p>f. <i>[Specify additional incidental service requirements, as needed.]</i></p> <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p> <p>Spare Parts –</p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <p><i>Select appropriate requirements and delete the rest.</i></p> <ol style="list-style-type: none"> 1. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and 2. in the event of termination of production of the spare parts: <ol style="list-style-type: none"> i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested. <p>The spare parts and other components required are listed in Section VI (Schedule of Requirements) and the costs thereof are included in the contract price.</p> <p>The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of <i>[indicate here the time period specified. If not used indicate a time period of three times the warranty period]</i>.</p> <p>Spare parts or components shall be supplied as promptly as possible, but in any case, within <i>[insert appropriate time period]</i> months of placing the order.</p>
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	<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.</p> <p>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.</p> <p>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 Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>

	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property 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>
	<p>Regular and Recurring Services – <i>[In case of contracts for regular and recurring services, state:]</i> “The contract for regular and recurring services shall be subject to a renewal whereby the performance evaluation of the service provider shall be conducted in accordance with Section VII. Technical specifications.”</p>
2.2	<p><i>[If partial payment is allowed, state]</i> “The terms of payment shall be as follows: _____.”</p>
4	<p>The inspections and tests that will be conducted are: <i>[Indicate the applicable inspections and tests]</i></p>

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.

ITEM NUMBER	DESCRIPTION	QUANTITY	UNIT	DELIVERED, WEEKS/MONTHS
1	42RU Data Cabinet W=700mm, D=700 mm (G16 black powder coated, Top panel with exhaust fans, detachable side panels with lock and vent, Perforated front and back door with swing handle lock - split type, Vertical power strip and grounding, 3 prong, 220V, 20 A fuse, 19" standard opening	2	set	
2	L2 48-Ports Data POE Switch configured and compatible w/ existing DPWH network infrastructure	4	set	
3	UPS, rack mountable 2U, 3000 VA, with extended battery module	1	set	
4	UPS, rack mountable 2U, 2000 VA, with extended battery module	1	set	
5	IP Phones with licenses	20	set	
6	SFP Fiber Transceiver Module, Multimode -LC Interface	4	set	
7	Fiber Optic Patch Cord Duplex LC-LC, MM, 2M	4	mtrs	
8	8 Core Fiber Optic Cable, MM, OM3 including Labor for Installation of FOC, layout, roughing-ins, pipes and fittings, trenching, hand holes, and covers	350	set	
9	Fiber Patch Panel (8 core) Loaded with splicing tray and connectors including fusion splicing OM3 and OTDR Testing per core	1	set	
10	Fiber Patch Panel (4 core) Loaded with splicing tray and connectors including fusion splicing OM3 and OTDR Testing per core	2	set	

11	LC, Multimode, Fiber Optic Pig Tail connector	8	roll	
12	F2TP Cable Cat6 4-pair Data Grade Cables including mobilization, labor for layout, roughing-ins, pipes and fittings and installation per node (91 nodes)	8	set	
13	Category 6 Keystone Connector Information Outlet Port including labor for termination of nodes, harnessing, tagging and commissioning	91	set	
14	Duplex, Shuttered Faceplates	44	set	
15	Simplex, Shuttered Faceplates	3	set	
16	24 port Category 6 Keystone Patch Panel	8	set	
17	1RU Horizontal Patch Guide Cable Manager	4	set	
18	Cat6 Patch Cord - 3 meters Orange	100	set	
19	Cat6 Patch Cord - 5 meters Orange	50	set	
20	Air-conditioning Unit Split-type Inverter 1.5 HP (with installation)	1	set	
21	Floor Mounted Air-conditioning Unit 3 TR Inverter (with installation)	1	set	
22	Steel Door (100 cm x 210 cm with frame and installation)	2	pcs	
23	PVC 3/4" dia PVC with coupler/elbow	210	pack	
24	Cable Tie (Industrial Type)	10	pack	
25	Cable Clamp 3/4	10	pcs	
26	Electrical Tape	20	pcs	
27	Junction Box	60	pcs	
28	Modular Box	40	pcs	
29	Plastic Molding (1"x1"x8")	40	pcs	
30	Plastic Molding (2"x2"x8")	20	pcs	
	X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X			

Submitted by : _____
(Printed Name & Signature)
Designation : _____
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
		<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>
1	42RU Data Cabinet W=700mm, D=700 mm (G16 black powder coated, Top panel with exhaust fans, detachable side panels with lock and vent, Perforated front and back door with swing handle lock - split type, Vertical power strip and grounding, 3 prong, 220V, 20 A fuse, 19" standard opening	
2	L2 48-Ports Data POE Switch configured and compatible w/ existing DPWH network infrastructure	
3	UPS, rack mountable 2U, 3000 VA, with extended battery module	

4	UPS, rack mountable 2U, 2000 VA, with extended battery module	
5	IP Phones with licenses	
6	SFP Fiber Transceiver Module, Multimode -LC Interface	
7	Fiber Optic Patch Cord Duplex LC-LC, MM, 2M	
8	8 Core Fiber Optic Cable, MM, OM3 including Labor for Installation of FOC, layout, roughing-ins, pipes and fittings, trenching, hand holes, and covers	
9	Fiber Patch Panel (8 core) Loaded with splicing tray and connectors including fusion splicing OM3 and OTDR Testing per core	
10	Fiber Patch Panel (4 core) Loaded with splicing tray and connectors including fusion splicing OM3 and OTDR Testing per core	
11	LC, Multimode, Fiber Optic Pig Tail connector	
12	F2TP Cable Cat6 4-pair Data Grade Cables including mobilization, labor for layout, roughing-ins, pipes and fittings and installation per node (91 nodes)	
13	Category 6 Keystone Connector Information Outlet Port including labor for termination of nodes, harnessing, tagging and commissioning	
14	Duplex, Shuttered Faceplates	
15	Simplex, Shuttered Faceplates	

16	24 port Category 6 Keystone Patch Panel	
17	1RU Horizontal Patch Guide Cable Manager	
18	Cat6 Patch Cord - 3 meters Orange	
19	Cat6 Patch Cord - 5 meters Orange	
20	Air-conditioning Unit Split-type Inverter 1.5 HP (with installation)	
21	Floor Mounted Air-conditioning Unit 3 TR Inverter (with installation)	
22	Steel Door (100 cm x 210 cm with frame and installation)	
23	PVC 3/4" dia PVC with coupler/elbow	
24	Cable Tie (Industrial Type)	
25	Cable Clamp 3/4	
26	Electrical Tape	
27	Junction Box	
28	Modular Box	
29	Plastic Molding (1"x1"x8")	
30	Plastic Molding (2"x2"x8")	
	x-x-x-x-x	

Submitted by : _____
(Printed Name & Signature)

Designation : _____

Date : _____



10 4 AUG 2017

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE SECRETARY
MANILA

097. 13 DPWH
08-07-2017

DEPARTMENT ORDER)

SUBJECT: DPWH Standard Specification for
Item 1105 - Network Cabling
System

NO. **97**
Series of 2017 *g.m.17*

It has been the thrust of the Department to provide effective standard specifications in the implementation of various infrastructure projects. As such, there is a need to set a standard specification for the proper installation and connection of network cabling system. The attached **DPWH Standard Specification for Network Cabling System, Item 1105** is hereby prescribed for the guidance and compliance of all concerned.

This specification shall form part of the on-going revision of the DPWH Standard Specifications for Public Work Structures – Buildings, Ports and Harbors, Flood Control and Drainage Structure and Water Supply Systems, Volume III, 1995 Edition.

This Order shall take effect immediately.

MARK A. VILLAR
Secretary

[Signature]
RAFAEL C. YABUT
Senior Undersecretary
Officer-In-Charge

14.1.2 FET/RGT

Department of Public Works and Highways
Office of the Secretary



WIN7U01501

**DPWH STANDARD SPECIFICATION
FOR ITEM 1105 – NETWORK CABLING SYSTEM**

1105.1 Description

This Item shall consist of furnishing and installation of Network Cabling, equipment and associated components to form a complete coordinated system ready for operation in accordance with the Plans and Specifications.

1105.2. Definition

For the purpose of this item, the following terms shall be defined:

1. American Wire Gauge (AWG) – The standard gauge for measuring the diameter of conductors.
2. Cable - Networking hardware used to connect one network device to other network devices. Different types of network cables, such as coaxial cable, optical fiber cable, and twisted pair cables, are used depending on the network's physical layer, topology, and size.
3. Category 5 (Cat5) and Category 6 (Cat6) – Performance classes for cables, jacks, and other interconnection components.
4. Data Cabinet - A data cabinet is an enclosure with fitted, fixed or removable side panels and doors. The cabinet contains a rack for mounting electronic hardware and equipment.
5. Fiber Optic Cable - A cable containing one or more optical fibers that are used to carry light. The optical fiber elements are typically individually coated with plastic layers and contained in a protective tube suitable for the environment where the cable will be deployed.
6. Insulation Displacement Connector (IDC) – A connector designed to be attached to the conductor(s) of an insulated cable by a connection process which forces a selectively sharpened blade through the insulation, bypassing the need to strip the conductors of insulation before connecting.
7. Lucent Connector (LC) Adapter - A small form factor fiber optic connector.
8. Modular Jack – A connector with a recessed opening for making contact with multiple conductors, usually for 4, 6, or 8 wires. Such a jack, when used with its matching plug, makes for easy connection and disconnection to and from a communications network.
9. Network Cabling System – A complete system of cabling and associated hardware, which provides a comprehensive telecommunications infrastructure. This infrastructure serves a wide range of uses, such as to provide telephone service or transmit data through a computer network.
10. Optical Fiber Connector - A mechanical device mounted on the end of a fiber optic cable, light source, receiver or housing that mates to a similar device. It allows light to be coupled, optically, into and out of a fiber optic cable. A connector allows a fiber optic cable to be connected or disconnected repeatedly from a device.
11. Patch Cord - A length of cable with connectors on the ends that is used to connect an end device to a power source.
12. Patch Panel - A device or unit featuring a number of jacks, usually of the same or similar type, for the use of connecting and routing circuits for monitoring, interconnecting, and testing circuits in a convenient, flexible manner.
13. U/RU (Rack Unit) - A standard unit of measure for designating the height in computer enclosures and rack cabinets. A U equals 1.75 inches.

14. Subscriber Connector (SC) Adapter - This contains the alignment sleeve for the precise alignment of the connector ferrules. Available in simplex, duplex and higher density configurations based on application needs.
15. Terminal Block - A screw-type electrical connector where the wires are clamped down to the metal part by a screw. It is a connector which allows more than one circuit to connect to another circuit. It often contains two long aluminum or copper strips that are designed to connect different components. These strips create a bus bar for power distribution that is sent to the connected components.
16. Unshielded Twisted Pair (UTP) Cable – A cable made up of a bundle of twisted pairs. The twisted pairs are usually 22 or 24 AWG sized wires twisted around each other. The wires are typically made of copper with polyethylene (PE) or Fluorinated Ethylene Propylene (FEP) insulation which is color coded depending on the application of the cable being made.

1105.3 Material Requirements

1105.3.1 Data Cabinet

The data cabinet shall be made of powder coated metal. It shall have a quick release door, removable side panels and adjustable front and rear panels, integrated locks on doors and side panels for increased security, adjustable front and rear mounting profiles. The data cabinet shall be either wall mounted or free standing.

1105.3.1.1 Wall Mounting Data Cabinet

The item cabinet shall either be 6U, 9U, 12U, 15U, 18U or 22U.

1105.3.1.2 Free Standing Data Cabinet

This item shall be a 42U Universal Server Rack fully welded frame to provide multiple supports in all directions.

1105.3.2 Distribution Frame Panel

The distribution panel shall be used for backbone purposes. This item shall be a rack mount fiber optic device with a 19 in. panel and SC Duplex Adapter. It shall have a splicing tray and connectors to protect fusion splices and fiber excess.

1105.3.2.1 Sub-Distribution Frame Panel

This item shall be used to connect/transmit signal to the main distribution panel. It shall have 12 ports, installed on the data cabinet.

1105.3.2.2 Main Distribution Frame Panel

This item shall be used to connect every optical distribution panel in the network. It shall have 24 or 48 ports installed on the free standing data cabinet.

1105.3.3 Terminal Block

The terminal block shall be made of flame-retardant thermoplastic, with the base consisting of horizontal index strips for terminating UTP cable conductors. It shall have bases available in rack or frame configurations and for rack mounting with cable management hardware. It shall have a minimum continuous current capacity of 15A at rated voltage of 380V. The minimum size of terminal blocks shall be 2.5 mm² and be suitable for clamping wire between 0.1 mm² to 2.5 mm². Terminal blocks used to connect cables of different voltage shall be segregated into groups and be preferably identified by different color.

1105.3.4 Patch Panel

1105.3.4.1 UTP Patch Panel

The patch panel shall be category 6, 1U high and shall support 24 modular jack ports or 2U high and support 48 modular jack ports. It shall accept RJ-45, 8 position modular plugs. The category 6 UTP modular jack insulation displacement contacts shall be capable of terminating solid conductors from Ø 0.5 mm to 0.65 mm (22 to 24 AWG).

The panel shall be used to link wall plate connection to the data switch located on the data cabinet. Patch panels shall terminate the building cabling on an IDC type connector or module.

1105.3.4.2 Fiber Connect Panel/Fiber Patch Panel

The fiber connect panel shall be modular with snap in SC or LC adapters. It shall be equipped with a fixing mechanism that ensures cable retention and support of incoming fiber optic cable and be able to accommodate both direct termination and splicing.

1105.3.5 Network Cable

The network cable shall either be fiber optic or copper with compatible connectors.

1105.3.5.1 Unshielded Twisted Pair (UTP) Cable

It shall be a Cat5 or Cat6 cable with compatible 10baseT, 100baseTX, and 1000baseT Ethernet connection that shall be used to connect wall plate ports to the UTP Patch Panel. When using Cat6 cable, it shall be ensured that all cabling components – jacks, patch panels, patch cords and the like – must be Cat6 certified, and extra caution shall be given to the proper termination of the cable ends.

1105.3.5.2 Fiber Optic Cable

It shall be an 8-core fiber (OM3 Multi-mode for indoor application and OS1 Single-mode for outdoor application) with either the subscriber connector (SC) or lucent connector (LC) that shall be used to connect the Sub-Distribution Frame Panel to Main Distribution Frame Panel. The configuration of the cable shall be such that it is arranged in tubes of 12 fibers. Fill tubes will be used as required.

1105.3.6 Patch Cord

Patch cords shall be provided when patching of voice and/or data circuits is required at the cross-connections. The patch cords supplied shall be able to support the designed applications. Color coding of patch cords in the telecommunication closet shall be considered, an example of this would be: blue colors for work stations, gray colors for voice, red colors for servers, green colors for hub-to-hub connections, and yellow for other type of connections.

1105.3.6.1 UTP Patch Cord

The UTP Patch Chord shall be a Cat5 or Cat6 with a data rate of 1000Mbps. It shall be assembled with a 3 or 5 meter cable length and RJ-45 male connector on both ends. This shall be used to connect computers and peripherals to the network and data switches.

1105.3.6.2 Fiber Patch Cord

The Fiber Patch Chord shall be a 1 to 3 meter long, multimode graded index fiber with a 50 micron core with 125 micron cladding (multi-mode) and 9 micron core with 125 micron cladding (single mode) to suit the installed fiber optic cable with LC or SC ceramic connectors at each end. It shall be used to connect optical network equipment to the main distribution panel.

1105.3.7 Wall Plate

The wall plate shall either be single, 2 or 3- gang port and shall have a modular outlet with RJ-45, coaxial video, RCA, s-video, and fiber optic connectors to connect computers and peripherals to the network.

1105.3.8 Modular Jack

The modular jack shall be made of durable terminal with 8 pins compatible with Cat5 and Cat6 cables for data connections or 4 pins compatible with standard six-position modular connectors (RJ11) for voice/analog connection.

1105.3.9 Floor Mounted Port

The floor mounted port shall either be a 2 or 3 gang port. It shall be made of steel/metal with either gold or silver finish. The ports shall be made of a durable terminal with 8 pins compatible with Cat5 and Cat6 cables/connectors.

1105.3.10 Network Equipment

1105.3.10.1 Core Switch

The core switch shall be used to interconnect data switches and shall serve as a gateway to a wide area connection (WAN) or the internet. It shall have the following specifications:

1. Type: Layer 3
2. Port: 48 ports (non PoE) with 2 slots for Small Form-Factor Pluggable (SFP) uplink

3. Interface: 48 10/100//1000 mbps
4. Capacity: 104 Gbps
5. Form Factor: Rack Mounted
6. Power: 100 – 240 VAC / 50/60 Hz

1105.3.10.2 Access Switch

The access switch shall link the connections coming from the patch panel to the core switch. The following are the specifications for the access switch:

1. Type: Layer 2
2. Port: 48 ports/24 ports with 1 slot Small Form-factor Pluggable (SFP) uplink
3. Interface: 10/100/1000 mbps
4. PoE: optional
5. Capacity: 104 Gbps for 48 ports / 48 Gbps for 24 ports
6. Switch Form: Rack Mounted
7. Power: 100 – 240 VAC / 50/60 Hz

1105.3.10.3 Router

The router shall be used to connect satellite offices to the central connection. It shall have the following specifications:

1. Port: 8 ports with 2 WAN Ports
2. Interface: 10/100/1000 mbps
3. Form Factor: Rack Mounted
4. Power: 90 – 240 VAC / 50/60 Hz

1105.4 Construction Requirements

1105.4.1 General

Installation of Network Cabling System shall comply with the governing laws and applicable codes and standards such as the Philippine Electronics Code and the ANSI/TIA-568, Telecommunications Standards.

1105.4.2 Installation

Install all system components and cross-connect hardware according to manufacturers' specifications and instruction as well as all applicable local codes and standards. All horizontal and backbone cables shall be installed in the following manner:

1. Cables shall be installed in continuous lengths from origin to destination.
2. All horizontal cables shall not exceed 90 meters from the telecommunications outlets in the work area to the horizontal cross connect or FD.
3. The cable's minimum bend radius of 4 times the cable diameter.
4. The maximum cable pulling tension of 25 lbs. shall not be exceeded.
5. The cabling system and support hardware shall be installed so that it does not obscure any valves, fire alarm conduit, boxes, or other control devices.

6. Cables shall be dressed and terminated in accordance with the standards, manufacturer's recommendations, and best industry practices.
7. Cables shall be neatly bundled and dressed to their respective panels or blocks.
8. Each panel or block shall be fed by an individual bundle separated and dressed back to the point of cable entrance into the rack or frame.
9. Each cable shall be clearly labeled on the cable jacket behind the patch panel at a location that can be viewed without removing the bundle support ties.
10. The cable jacket shall be maintained as close as possible to the termination point.
11. Optic fiber cable shall be of non-metallic construction. The optic fibers shall not be constrained firmly against other fibers, strength members, moisture barrier compound or any other cable components in order that the fiber strain is decoupled from the strain in other components when the cable is under tension.
12. The wall plate shall be fairly near the work station, that the maximum length from the work station can be no longer 5 m.

1105.4.3 Personnel Qualification

The installation of network cabling system, including wiring, cable termination and, testing shall be done by a certified installer under the supervision of a duly registered Professional Electronics Engineer (PECE) and / or certified designer for Network Cabling System.

The installer shall be certified and experienced in the proper installation and testing of network cabling and trained by a cabling system manufacturer.

1105.5 Testing

All cables and hardware shall be 100% tested for defects in installation and to verify cable performance under installed conditions. All conductors of each installed cable shall be verified useable by the Contractor prior to system acceptance.

All UTP and fiber optic cable field testing shall be performed with an approved test device. 100% of cables installed shall be tested and shall all result to PASS remarks channel or permanent link.

All field testers shall be factory calibrated each calendar year by the field test equipment manufacturer.

1105.6 Method of Measurement

The work under this Item shall be measured by lump sum actually placed and installed network cabling system as indicated on the plans. Cables shall be measured by roll while other components shall be measured by set.

1105.7 Basis of Payment

The quantity as determined in Section 1105.4 shall be paid for at unit price stipulated in the Contract's Bill of Quantities. The payment shall constitute the full compensation for furnishing all the necessary materials, providing necessary equipment and tools in installing the Network Cabling System, labor cost and all the incidental expenses necessary to complete the work.

Payment will be made under:

Pay Item Number	Description	Unit of Measurement
1105 (1) a	Data Cabinet, Wall Type	Set
1105 (1) b	Data Cabinet, Free Standing	Set
1105 (2) a	Distribution Frame Panel, Sub	Set
1105 (2) b	Distribution Frame Panel, Main	Set
1105 (3)	Terminal Block	Set
1105 (4)	UTP Patch Panel	Set
1105 (5)	Fiber Connect Panel	Set
1105 (6)	UTP CAT5 Cable	Roll
1105 (7)	UTP CAT6 Cable	Roll
1105 (8)	Fiber Optic Cable	Roll
1105 (9)	Fiber Connector	Set
1105 (10)	Patch Cord CAT5	Set
1105 (11)	Patch Cord CAT6	Set
1105 (12)	Fiber Patch Cord	Set
1105 (13)	Modular Jack	Set
1105 (14) a1	Wall Plate, Single	Set
1105 (14) a2	Wall Plate, 2 port	Set
1105 (14) a3	Wall Plate, 3 port	Set
1105 (15) a1	Floor Mounted, 2 port	Set
1105 (15) a2	Floor Mounted, 3 port	Set
1105 (16)	Network Equipment	Set
1105(17)	Network Cabling	Lump Sum

References:

1. DPWH Design Guidelines, Criteria and Standards: Volume 6 – Public Buildings and Other Related Structures
2. Philippine Electronics Code
3. American National Standards Institute/Telecommunications Industry Association
ANSI/TIA-568 - Telecommunications Standards
4. Internet

http://wolandblog.com/upload/Cabling_The_Complete_Guide_to_Network_Wiring.pdf

<http://www.networkcablingsandiego.com/cabling-glossary/>

<http://www.datalan.co.uk/content/glossary.asp>

<https://www.brocade.com/content/dam/common/documents/content-types/product-design-guide/cabling-best-practices-ga-bp-036-02.pdf>



Name of Equipment: NETWORK SWITCH Layer 2 (48 POE Ports, Managed)

Description: Access and Distribution switch for the networking of Workstations and IT Equipment

Main Equipment Components

Specification

Hardware Requirements

Form Factor

1U Rackmount

I/O Ports

- 48 x Gigabit Ethernet PoE
- 2 x Small Form-factor Pluggable
- 1 x Console
- 1 x USB 2.0

LED Indicator

Port status, link activity, power, system

Memory

512 MB

Switching Capacity

140 Gbps

Throughput

104.2 Mpps

Software

Management Software

Console Command-line Interface (CLI), Telnet, Secure Shell (SSH), Integrated web-based software for configuration. SNMP v2c/v3 for monitoring, and Syslog for diagnostic.

Supported Operating System

Windows 10/8.1/8 (64-bit)

Accessories

Specification

Mounting Kit

Manufacturer's Standard

Cables and Connectors

All necessary cables and connectors

Other Requirements:

Brand and Model: Must be an International Brand Name with existence of at least ten (10) years in the Philippines. Unit model must be in the current catalog and not end-of-life. Manufacturer's certificate is required.

Components: All equipment must be brand new, factory installed, and must be compatible with the existing equipment used by the Department. Upon inspection, the Supplier shall install all additional modules or components of the equipment.

Documentation & Media: All equipment shall be supplied with the standard manufacturer's documentation, on any electronic storage media and hard copy version where available.

Delivery: The Supplier shall deliver the necessary hardware or software within 30 calendar days upon the receipt of the Notice to Proceed (NTP). The Inspection and Acceptance Report (IAR) shall be issued to the Solution Provider after the successful inspection, testing, or acceptance of the delivered hardware.

Installation and Configuration: The Supplier shall be able to demonstrate physically and/or through standard utility packages that all minimum requirements as specified on the above Hardware and Software specifications are complied with and successfully configured and implemented.

The Supplier shall ensure that all network connectivity, links, applications, and services are simulated and successfully tested. The Department shall issue an Installation and Configuration Certificate after the installation and configuration has been completed.

Operational Acceptance: A five (5)-day Operational Acceptance period shall commence upon the receipt of the Installation and Configuration Certificate issued by the Implementing Office. The supplied software shall be observed and tested during this period. If any trouble/problem occurs during the said period, the Solution Provider shall fix the problem and another Operational Acceptance period shall be given free of charge.



Department of Public Works and Highways
CENTRAL OFFICE

**Standard Technical Specifications for
ICT Equipment**

Issue Date:

31-Jan-24

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DPWH-IMS-OMP-IMSPPS-03-04c

Revision No.

2

Page No.

Page 2 of 2

Name of Equipment: NETWORK SWITCH Layer 2 (48 POE Ports, Managed)

Description: Access and Distribution switch for the networking of Workstations and IT Equipment

The Implementing Office shall issue the Operational Acceptance Certificate to the Solution Provider after successfully completing five (5)-day (continuous) Operational Acceptance testing and submitted all the required documentation and media.

Warranty: The Supplier is required to provide a three (3) year warranty for parts and on-site labor from the date of the Operational Acceptance Certificate (OAC).

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 time of next business day.

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Checked by:


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ADOR G. CANLAS, CESO IV
Undersecretary for Technical Services
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Name of Equipment: UPS (2000va) for Floor Distributor

Description: Continuous power supply and data loss prevention

Main Equipment Components

Specification

Power Ratings

2000VA/1800W
230V - Input/Output Voltage
10 minutes back-up power at half load (internal batteries only)
5 hours recharge time (internal batteries only)

Battery Type

Lead Acid batteries

IO Ports

USB, RJ45 / SNMP Card

Outlets

4 power output / connectors

Features

Built-in Automatic Voltage Regulator (AVR), Automatic Self Test (built-in), Alarms (On line, on battery, replacement battery, and overload)

Software

Management Software

Built-in or with media installer monitoring tool and diagnostic software accessible via desktop application and/or web browser

Accessories

Specification

Mounting Kit

Manufacturer's Standard

Battery Module

1 Extended Battery Module

Cables and Connectors

All necessary cables and connectors

Other Requirements:

Brand and Model: Must be an International Brand Name with existence of at least five (5) years 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: 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 time of next business day.

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Name of Equipment: UPS (3000va) for Network Room / Building Distributor

Description: Continuous power supply and data loss prevention

Main Equipment Components

Specification

Power Ratings

3000VA/2700W
230V - Input/Output Voltage
13 minutes back-up power at half load (internal batteries only)
3 hours recharge time (internal batteries only)

Battery Type

Lead Acid batteries

IO Ports

USB, RJ45 / SNMP Card

Outlets

6 power output / connectors

Features

Built-in Automatic Voltage Regulator (AVR), Automatic Self Test (built-in), Alarms (On line, on battery, replacement battery, and overload)

Software

Management Software

Built-in or with media installer monitoring tool and diagnostic software accessible via desktop application and/or web browser

Accessories

Specification

Mounting Kit

Manufacturer's Standard

Battery Module

1 Extended Battery Module

Cables and Connectors

All necessary cables and connectors

Other Requirements:

Brand and Model: Must be an International Brand Name with existence of at least five (5) years 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: 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 time of next business day.

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Undersecretary, Technical Services
and Information Management Service



**Standard Technical Specifications for
IP Phone**

Name of Equipment: IP Phone

Description: To enable internal communication across DPWH Offices

Main Equipment Components

Specification

Device

Form Factor

Table-top

Buttons

Phone, Messages, Contacts, History, Home, Navigation Cluster, Headset, Speaker, Volume, Mute

LED Indicator

Incoming call, Alarm

I/O Ports

- 1 x Gigabit Ethernet (10/100/1000) Line Interface
- 1 x Second Ethernet internet 10/100/1000 Mbps
- POE Class (802.3af), supports 802.3az

Call Logs

100 logs

Call List

250 entries

Features

Hold, Transfer, Conference, Forward, and Call

Supported Protocols

- SIP protocol support
- G.711, G.729A/B, G.722

Software

Management Software

Integrated web-based software for configuration.

Accessories

Specification

Stand

Table-top Stand

Cables and Connectors

All necessary cables and connectors; patch cord (CAT6, 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) years in the Philippines. Unit model must be in current catalog and not end-of-life. A manufacturer's certificate is required.

Compatibility: The proposed IP phone must be compatible with the existing PABX System.

Documentation and Media: The equipment shall be supplied with standard manufacturer documentation, on any electronic storage media and hard copy version where available.

Warranty and Maintenance: The Supplier must provide a one (1) year warranty for parts 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 time of next business day.

Additional Notes: N/A

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Undersecretary, Technical Services
and Information Management Service

Approved Date: 07 10 24

Section VIII. Checklist of Technical and Financial Documents

Notes on the Checklist of Technical and Financial Documents

The prescribed documents in the checklist are mandatory to be submitted in the Bid, but shall be subject to the following:

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. Any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

The BAC shall be checking the submitted documents of each Bidder against this checklist to ascertain if they are all present, using a non-discretionary “pass/fail” criterion pursuant to Section 30 of the 2016 revised IRR of RA No. 9184.

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) **in accordance with Section 8.5.2 of the IRR;**
- (b) DTI Business Name registration or SEC Registration Certificate or CDA for Cooperatives.
- (c) Valid and current Mayor’s Permit/Municipal License.
- (d) Statement of ongoing and similar completed government and private contracts.
- (e) Audited Financial Statement, stamped “received” by BIR.
- (f) Tax Clearance per Executive Order No. 398, series of 2005.

Technical Documents

- ☐ (g) Statement of the prospective bidder of all its 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; **and**
- ☐ (c) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- ☐ (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission **or** Original copy of Notarized Bid Securing Declaration; **and**
- ☐ (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- ☐ (f) Original duly signed Omnibus Sworn Statement (OSS) **and** if applicable, Original Notarized Secretary’s Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- ☐ (g) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) **or** A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

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

II. FINANCIAL COMPONENT ENVELOPE

- ☐ (i) Original of duly signed and accomplished Financial Bid Form; **and**
- ☐ (j) Original of duly signed and accomplished Price Schedule(s).

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

- ☐ (k) *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- ☐ (l) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

