



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 7642888
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Laptop Computers, Video and Audio Conference System
Area of Delivery Metro Manila

Solicitation Number: 2021 - 04 - 0032 Trade Agreement: Implementing Rules and Regulations Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9) Classification: Goods Category: Office Equipment Approved Budget for the Contract: PHP 500,000.00 Delivery Period: 5 Day/s Client Agency: <hr/> Contact Person: John Paulo Samonte Francisco Administrative Officer I 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 psfrancisco.logistics@yahoo.com	Status	Pending
	Associated Components	2
	Bid Supplements	0
	Document Request List	0
	Date Published	24/04/2021
	Last Updated / Time	23/04/2021 21:04 PM
	Closing Date / Time	27/04/2021 10:00 AM

Description

TERMS OF REFERENCE

PURCHASE OF CAPITAL OUTLAY EQUIPMENT

Planning Service

1. BACKGROUND

In view of the work-from-home arrangement and approval of Quality Management System (QMS) plantilla positions, there is a need to purchase equipment that would ensure the smooth and efficient day-to-day operations of the Planning Service.

2. REQUIREMENT

Within the above premise, the Planning service will purchase laptop computers and video and audio conference system to ensure that the office's delivery of service is not hampered.

3. TECHNICAL SPECIFICATIONS

3.1. LOT I: Laptop computers

3.1.1. Four (4) units of Laptop computers

3.1.2. Budget: 4 units x PhP 85,152.5 = PhP 340,610.00

3.1.3. Specifications

a. Processor: Equivalent to at least 10th Gen of Intel core i7

b. Operating System: Equivalent to Windows 10 Pro 64

c. Graphics: Has dedicated graphics card

d. Display: At least 14" Full HD

e. Memory: At least 16GB DDR4 Non-ECC

f. Storage: At least 512GB SSD; Equivalent to Intel Rapid Storage Technology

g. Connectivity: Wireless LAN Standard; At least Bluetooth 5.0 wireless technology

h. Webcam: At least 720p High Definition

i. Interface Port: At least one (1) USB 3.1 port; At least one (1) USB Type-C port; At least one (1) HDMI port; At least one (1) mic/headphone combo jack

j. Weight: At most 2 kg

k. Accessories: AC adapter and power cord, Wireless mouse, Backpack, laptop sleeve; Equivalent to Microsoft Office License;

l. Others: Must have Client System Update (for BIOS, Drivers, Firmware and Apps); Must be capable of digital delivery client for safe keeping of licenses key.

m. Warranty and Support:

- At least two (2) years from the final date of acceptance for parts and services
- At least seven (7) days outright replacement;
- Three (3) years Technical Support –PH
- Parts and labor response
- 7x24 Technical Support & Assistance: PH
- Same or NBD Onsite Service – PH

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Planning Service

- Direct Online cases and dispatch
- Dispatch monitoring and crisis management
- Escalation management
- Collaborative 3rd party assistance
- Predictive / proactive automated issue detection, notification and case creation
- Predictive / proactive issue detection for failure prevention
- VIP / Priority Access to engineers
- Accidental damage repair
- Hard Drive Retention
- Dedicated Technical Account Handler
- Monthly support history and contract reporting

3.2. LOT II: Video and Audio Conference System

3.2.1. Two (2) units of video and audio conference system

3.2.2. Budget: 2 units x Php 79,695 = Php 159,390.00

3.2.3. Accessories: At least one (1) expansion mics, speaker, remote control, wall/table mount

3.2.4. Specifications

a. Camera:

- Resolution and framerate: At least full HD (1080p 30fps)
- HD Zoom: At least 5x
- Video compression: At least H.264 AVC
- Webcam Field of View: At least 82 degrees’ horizontal

b. Microphone:

- Pick-up range: At least 4 m
- Expansion Mic pick up range: At least 5 m
- Frequency response: At least 90Hz – 16kHz
- Sensitivity: At least -27 dB
- Microphone background noise suppression and acoustic echo cancellation

3.2.5. Compatibility and certifications: Plug-and-play USB connectivity, At least Bluetooth 4.0 wireless technology, Certified and compatible with Zoom, Skype, Microsoft Teams, and other video conferencing software

3.2.6. Warranty: At least two (2) years from the final date of acceptance for parts and services; At least seven (7) days outright replacement

4. DELIVERY

The equipment must be delivered five (5) working days after issuance of notice of award.

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5. APPROVED BUDGET

The allotted budget is PHP 500,000.00 inclusive of all applicable Government taxes and charges. The said amount shall be charged to the Planning Service FY 2021 Budget.

6. TERMS OF PAYMENT

The procurement of the service provider shall be through Small Value Procurement pursuant to Republic Act (R.A.) No. 9184, or the Government Procurement Reform Act (GPRA), and its Revised Implementing Rules and Regulations (IRR).

7. CONTACT PERSONS

Leslie Marie Zaldua / Ronell Alicante

Planning Service

dcc@tourism.gov.ph

Approved by:

Milagros Y. Say

Director, Planning Service

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Office Equipment	Laptop computers	4	Unit	340,610.00
2	Office Equipment	Video and Audio Conference System	2	Unit	159,390.00

Other Information

Partial bids are allowed. All goods are grouped in lots listed above. Bidders shall have the option of submitting a quotation on any or all lots and evaluation and contract award will be undertaken on a per lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding evaluation, and contract award.

Eligibility Requirements

1. 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 Zone Area,

In cases of recently expired Mayor’s/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within period prescribed by the local government unit.

2. PhilGEPS Registration Number

3. Latest Income/Business Tax Return (For ABC above PhP500, 000.00)

4. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement

Note: Kind submit your quotations together with your eligibility requirements thru email and sent it to jsfrancisco@tourism.gov.ph on or before 27 April 2021 at 10:00 am. Late and unsigned quotations shall not be accepted.

Created by John Paulo Samonte Francisco

Date Created 23/04/2021

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