



Republic of the Philippines  
Department of Education

**PROCUREMENT MANAGEMENT SERVICE**  
OD ☎ 633.7232 PPMD ☎ 636.6543 CMD ☎ 635.3762



Rm. M-511, 5th Floor, Mabini Bldg., DepEd Central Office Complex, Meralco Avenue, Pasig City, Philippines  
☎ 636.6542 / 633.9343 / email: depedcentral.bacsecretariat@deped.gov.ph

*Document Template No. BACSD-2019-  
(revised 040519; prepared by conicolas)*

**Bids and Awards Committee III**

**Minutes of Pre-Bid Conference**

Project : **Supply, Delivery, Installation of Video Conferencing Equipment**  
APP Code : **BLR4-003**  
ABC : **PhP 29,815,000.00**  
End-User : **Bureau of Learning Resources- Cebu**  
Date & Time : **October 21, 2020; 02:00 P.M.**  
Venue : **MS Teams**

Present

Bids and Awards Committee (BAC) III: Usec. Tonisito M.C Umali, Esq., Chairperson; Asec. Alma Ruby C. Torio, Vice-Chairperson; Dir. Jocelyn DR. Andaya, Regular Member; Atty. Cornelio A. Pacala, and Mr. Albert C. Alano, Provisional Members

Procurement Management Service: Mr. James Ronald G. Ybiernas, Supervising Administrative Officer; Mr. Lauro L. Roberto, Jr., Senior Technical Assistant II; Ms. Jay Valerie A. Baladiang, Technical Assistant II; and Ms. Jonah Shiela B. Rañin, Technical Assistant II (BAC Secretariat Division)

Technical Working Group (TWG): Mr. James Doctor, Administrative Assistant III; Mr. Morrell Aralar, Technical Assistant II; Mr. Roland Padua, Technical Assistant II; and Mr. Robert D.R Barba Jr., Administrative Support II (ICTS-TID)

End-User Representative(s): Dir. Raul La Rosa (Bureau of Learning Resource- Cebu) and Dir. Abram Abanil (Information and Communications Technology Service)

Observer(s): Mr. Reynaldo Famorcan, and Mr. Leo Bautista, Commission on Audit; and Ms. Rhea Melad, Office of the Undersecretary for Legislative Affairs

Prospective Bidder(s): Mr. Erwin Cornejo, and Mr. Jeffrey Collados (Advance Solutions Inc.); Mr. Neil Diamonon, and Mr. Kris Seville (HPi Philippines); Ms. Karesha Fraginal, and Mr. Lester Forbes (American Technologies Inc.); Ms. Regine Redilla, and Mr. Jek Tan (Neotech Asia Distribution Inc.)

**I. CALL TO ORDER**

Usec. Tonisito M.C Umali, Esq., BAC III Chairperson, presided and called the pre-bid conference to order at 02:07 P.M. The BAC Secretariat documented the minutes of meeting.

**II. CERTIFICATION OF QUORUM**

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The BAC III Chairperson certified that the quorum of the BAC was present to transact business. He acknowledged the presence of the BAC members, BAC Secretariat, technical working group, end-user representatives, observers, and prospective bidders.

III. HIGHLIGHTS OF DISCUSSION

The BAC III Chairperson welcomed everyone to the pre-bid conference.

Ms. Jay Valerie Baladiang, BAC Secretariat Division, presented the video conferencing house rules, followed by an opening prayer.

Usec. Tonisito M.C Umali, Esq., BAC III Chairperson, approved the agenda for the pre-bid conference and instructed the BAC Secretariat to introduce the people present in the meeting.

Ms. Baladiang introduced the attendees of the pre-bid conference and before starting the presentation stated that invitations were sent to the Commission on Audit (COA) and various civil society organizations (CSOs) thru letters dated October 16, 2020 and receipt of invitations were acknowledged through email.

Consistent with Sec 22.3, Rule VII of the IRR of RA 9184, at the instruction of the BAC, the BAC Secretariat proceeded to discuss the following: (1) project information; (2) eligibility requirements; (3) technical components of the contract; (4) financial components of the contract; and (5) other salient features of the Bidding Documents and opened the floor for queries after the presentation, details as follows:

<i>Schedule of Requirements</i>			
<i>Provision</i>	<i>Questions/ Queries/ Clarifications</i>	<i>BAC's Response</i>	<i>For Bid Bulletin (Y/N)</i>
A. List/ Description of Goods/ Services (Item no. 1)	Can Supplier request to extend the delivery period from forty-five (45) days upon receipt of the Notice to Proceed (NTP) to sixty days?	Dir. Abram Abanil, End-User, said that they may discuss the concern during their deliberation on the proposals of the suppliers.  BAC Vice Chair said that prospective bidder's concerns would be noted and discussed further with	To be determined

		the BAC.	
B. After Sales Support	Are “affiliated” service centers in Cebu, Davao and Metro Manila include service centers of the distributor in those areas and not necessarily have to be bidder’s service center?	Atty. Cornelio Pacala, Provisional Member, suggested to the representative of American Technologies Inc. to write a formal letter about its inquiry so the BAC can address it in a supplemental bid bulletin if necessary.	To be determined

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Asec. Alma Ruby C. Torio, BAC III Vice-Chairperson requested to present again the slide showing the date of the bid opening and deadline for letters of clarification stating that even after the pre-bid conference, bidders are not precluded to submit their clarifications and they could submit it in writing on or before the deadline on October 23, 2020 at 06:00 PM.

Having no other matters to discuss, the pre-bid conference was adjourned at 3:18 P.M.

Prepared by:

  
**JONAH SHIELA B. RANIN**  
Technical Assistant II  
BAC Secretariat Division

Reviewed by:

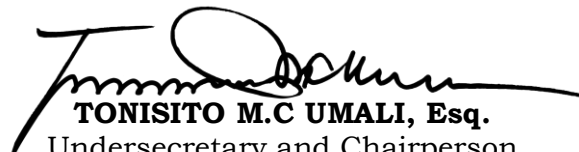
  
**JAY VALERIE A. BALADIANG**  
Technical Assistant II  
BAC Secretariat Division

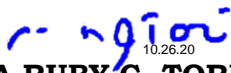
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**Minutes of Pre-Bid Conference**

Project : **Supply, Delivery, Installation of Video Conferencing Equipment**  
APP Code : **BLR4-003**  
ABC : **PhP 29,815,000.00**  
End-User : **BLR-Cebu**  
Date & Time : **October 21, 2020; 02:00 P.M.**  
Venue : **MS Teams**

Concurred by:  
**BIDS AND AWARDS COMMITTEE III**

  
**TONISITO M.C UMALI, Esq.**  
Undersecretary and Chairperson

  
**ALMA RUBY C. TORIO**  
Assistant Secretary and Vice-Chairperson

  
**JOCELYN DR. ANDAYA**  
Director IV and Regular Member

  
**ATTY. CORNELIO A. PACALA**  
Provisional Member

  
**ALBERT C. ALANO**  
Provisional Member





Republic of the Philippines

Department of Education  
Procurement Management Service

BAC SECRETARIAT DIVISION

Bids and Awards Committee III  
**ATTENDANCE SHEET**

◇ Pre-Procurement Conference    ◆ Pre-Bid Conference    ◇ Bid Opening    ◇ Other BAC Meeting: \_\_\_\_\_

Project(s): **Supply, Delivery, Installation of Video Conferencing Equipment**

Date: **October 21, 2020**      Time: **2:00 PM**

Venue: **Through Microsoft Teams**

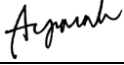
Name / Position	Signature	Name / Position	Signature	Name / Position	Signature
<b>I. BAC Officials</b>		BAC Secretariat Division			
Chairperson		<b>James Ronald G. Ybiernas, SAO</b>		<b>Reymark B. Nagallo, TA II</b>	
<b>Usec. Tonisito M.C. Umali, Esq.</b> <i>Legislative Affairs</i>		<b>Jessa B. Buela, AO II</b>		<b>Marianes M. Parcon, TA II</b>	
Vice-Chairperson		<b>Marilou A. Caagbay, AO II</b>		<b>Jonah Shiela B. Rañin, TA II</b>	
<b>Asec. Alma Ruby C. Torio</b> <i>Curriculum and Instruction</i>		<b>Raquel S. Familara, AA III</b>		<b>Viktor Nigel F. Robles, TA I</b>	
Regular Member		<b>Marlgin de Jack S. Salayon, AA III</b>		<b>Jaycee B. Quilatan, AS II</b>	
<b>Dir. Jocelyn DR. Andaya</b> <i>Bureau of Curriculum Development</i>		<b>Ivy E. Acebo, STA II</b>		<b>Joan B. Sabino, AS II</b>	
Provisional Members		<b>Lady Love S. Arenas, STA II</b>		<b>Homer A. Silva, AS II</b>	
<b>Ms. Maritess L. Ablay</b> <i>CAO, Asset Management Division</i>		<b>Christa O. Nicolas, STA II</b>		<b>Danilo P. Catague, AS I</b>	
<b>Mr. Albert C. Alano</b> <i>SAO, Asset Management Division</i>		<b>Lauro L. Roberto, Jr., STA II</b>		<b>Rally M. Jandoc, AS I</b>	
<b>Dir. Edel B. Carag</b> <i>Bureau of Learning Resources - Manila</i>		<b>Lee Jeffrey Roedell C. Oliva, STA I</b>		<b>Adrian Paul D. Esplana, Driver II</b>	
<b>Mr. Charles Cedrick C. Maghirang</b> <i>OIC, Organizational Effectiveness Div.</i>		<b>Maria Ruella D. Perocho, STA I</b>		<b>Roderin C. Balla, Messenger</b>	
<b>Ms. Nanette R. Mamoransing</b> <i>CAO, Records Division</i>		<b>Jay Valerie A. Baladiang, TA II</b>		<b>Arben Allan A. Gomez, Messenger</b>	


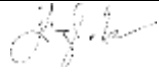




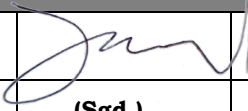


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**BAC SECRETARIAT DIVISION**

<b>Atty. Cornelio A. Pacala</b> <i>Chief, Investigation Division</i>		<b>Ruby Anna G. Balaoro, TA II</b>			
<b>Ms. Daisy Asuncion O. Santos</b> <i>Bureau of Learning Resources - Manila</i>		<b>Paula Janine L. Manuel, TA II</b>			

Name / Office	Signature	Name / Office	Signature	Name / Office	Signature
<b>II. Office of the Asst. Sec. for Procurement and Administration</b>					
Atty. Salvador C. Malana III, <i>Assistant Secretary</i>					
<b>III. Procurement Management Service</b>					
Atty. Marcelo H. Bragado, Jr., <i>Director IV</i>					
<b>IV. Technical Working Group (TWG)</b>					
Mr. James Doctor – ADAS II					
Morrell Aralar – Technical Assistant II					
Roland Padua - Technical Assistant II					
Roberto D.R. Barba Jr. - Admin Support II					
<b>V. End-User Representative(s)</b>					
Mr. Raul C. La Rosa					
Mr. Abram Abanil					
Mr. Nereo James B. Bolante					
<b>VI. Observer(s)</b>					
Ms. Rhea Melad					
Mr. Reynaldo Famorcan	(Sgd.)				
Ms. Leo Bautista	(Sgd.)				



**PROCUREMENT MANAGEMENT SERVICE**

Room M-511, 5th Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City, Philippines  
 Website: <http://www.deped.gov.ph>; email: [depedcentral.bacsecretariat@deped.gov.ph](mailto:depedcentral.bacsecretariat@deped.gov.ph)  
 Telefax: 633.93.43 / 636.65.43

**Bids and Awards Committee III**

**ATTENDANCE SHEET FOR BIDDERS**

◀ Pre-Procurement  Pre-Bid Conference  Bid Opening  Other BAC Meeting

Project : Supply, Delivery, Installation of Video Conferencing Equipment  
 Date : October 21, 2020  
 Venue : Through Microsoft Teams TIME : 2:00 PM

**PLEASE PRINT LEGIBLY.**

PLEASE PRINT LEGIBLY.					Bidder has purchased BDs	Date & Time of Submission of Bids (for BO only)
No.	FULL Name of Company	Name of Representative	Contact No.	Signature		
1	Advance Solutions Inc.	Mr. Erwin Conejo	09175124477			
2	Advance Solutions Inc.	Mr. Jeffrey Collados	09175123754			
3	HPi Philippines	Mr. Neil Diamonon	09175906895			
4	HPi Philippines	Mr. Kris Seville	09175906144			
5	American Technologies Inc.	Ms. Karesha Fragnal	09496260310		not yet	
6	American Technologies Inc.	Mr. Lester Forbes	09778134799		not yet	
7	Neotech Asia Distribution Inc.	Ms. Regine Redilla	09989621487			
8	Neotech Asia Distribution Inc.	Mr. Jek Tan	09189394183			
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## Welcome to the Pre-Bid Conference!



### Supply, Delivery, Installation of Video Conferencing Equipment

October 21, 2020, 02:00 P.M.  
Videoconferencing thru MS Teams

## Video Conferencing House Rules



Prospective bidders may send their clarifications via the chat room in this platform

A maximum of two (2) bidder's representatives shall be allowed to participate

Bidder-representatives may join the meeting at least 20 minutes before the scheduled time. The attendance sheets are uploaded at the chat room and have to be signed by those present

All participants must turn on their video for the teleconference - during the introduction of attendees and when speaking

All participants must maintain their microphones on "MUTE", and turn it "ON" only when speaking

Only the BAC Secretariat is allowed and authorized to record the proceedings

## Opening Prayer

Loving heavenly Father,

We come to You this hour asking for Your blessing and help as we are gathered together.

We pray for guidance in the matters at hand and ask that You would clearly show us how to conduct our work with a spirit of joy and enthusiasm.

Give us the desire to find ways to excel in our work. Help us to work together and encourage each other to excellence.

We ask that we would challenge each other to reach higher and farther, to be the best we can be.

We ask this in the name of the Lord Jesus Christ.

Amen

## Bids and Awards Committee III

- **Usec. Tonisito M.C. Umali Esq.**  
*Chairperson*
- **Asec. Alma Ruby C. Torio**  
*Vice-Chairperson*
- **Dir. Jocelyn DR. Andaya**  
*Regular Member*
- **Atty. Cornelio A. Pacala**  
*Provisional Members*
  - **Mr. Albert C. Alano**

## Observers

(invited through letters dated October 16, 2020)

- **Commission on Audit (COA)**
  - **NAMFREL**
- **Transparency International Phils.**
  - **ANSA-EAP Foundation, Inc.**
- **Phil. Chamber of Commerce & Industry**  
*Civil Society Organizations*

## Project Information

End-User / PMO: **Bureau of Learning Resources – Cebu**

Source of Funds: **FY 2019 LTE-TVL (Continuing Fund)**

**Date of Advertisement and Posting of Invitation to Bid:**

**October 14, 2020**

*(PhilGEPS, DepEd Website and DepEd Bulletin Board)*

## Approved Budget for the Contract (ABC)

Lot No.	Description	Items	Quantity	Approved Budget for the Contract (ABC) in Php
1	Supply, Delivery, Installation Of Video conferencing Equipment	1. Video Collaboration Bar	15 units	29,815,000.00
		2. Collaboration PC	385 units	
		3. Monitor	383 units	
		4. Large Monitor	2 units	
		5. Camera	35 units	
		6. Services	2 units	

## Project Information

### Start of Issuance of Bidding Documents:

October 14, 2020

### Cost of Bidding Documents:

Lot	Amount (In Php)
1	12,000.00
<b>Total</b>	<b>12,000.00</b>

Bidding Documents may be downloaded at the following websites:

<https://notices.philgeps.gov.ph>  
<https://www.deped.gov.ph>

## Project Information

No. of Prospective Bidders that purchased the Bidding Documents

As of **October 21, 12:00 N.N.**:

\_\_ Prospective bidder

The pre-bid conference is open to all interested parties who have or have not bought the Bidding Documents.

## Pre-bid Conference

### Purpose of Pre-bid Conference

1. To clarify and address bidder's questions on the different aspects of the procurement at hand;
2. For bidders to fully understand the requirements.

*\*Note that any statement issued shall not modify the terms, unless in writing and issued through Supplemental Bulletin.*

## Project Information

- For those who are interested to purchase the Bidding Documents, two (2) options are made available, to wit:

1) A complete set of Bidding Documents may be acquired by interested Bidders from the DepEd Procurement Management Service, Room M-511, 5th Floor, Mabini Building, DepEd Central Office Complex, Meralco Avenue, Pasig City, upon accomplishing a bidder's information sheet and payment of a non-refundable fee for the Bidding Documents to the DepEd Cashier.

Payment in checks should be made payable to **DECS OSEC Trust**.

## Project Information

2. Interested Bidders may signify their intent to purchase the Bidding Documents through email at [depedcentral.bacsecretariat@deped.gov.ph](mailto:depedcentral.bacsecretariat@deped.gov.ph) by accomplishing a bidder's information sheet (Annex A of BDs). Upon receipt of the bidder's information sheet, the BAC Secretariat Division will send through email the details of the DECS OSEC Trust Fund Account for payment. Upon payment, bidders may send through email the proof of payment before the deadline for submission of bids. Upon receipt of proof of payment, the BAC Secretariat will send the electronic copy of the Bidding Documents.

# Bidding Documents

## Who may participate?

### Filipino Entities

Single / Sole Proprietorships  
Partnerships  
Corporations  
Cooperatives  
Joint Ventures  
Government Corporate Entities

### Foreign Entities

Direct Participation  
Joint Venture (40%)

## Eligibility Documents

### 1. Class "A" Documents

Legal Eligibility Documents

Technical Eligibility Documents

Financial Eligibility Documents

### 2. Class "B" Documents

Joint Venture Agreement or Notarized statements from potential partners

## Legal Eligibility Documents

### Business Registration Certificate



## Legal Eligibility Documents

### Mayor's / Business Permit



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## Legal Eligibility Documents

### Tax Clearance Certificate



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## Technical Eligibility Documents

### Statement of Single Largest Completed Contract

Name of Contract	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Bidder's Role		a. Amount at Award b. Amount at Completion c. Duration	a. Date Awarded b. Contract Effectivity c. Date Completed d. Contract Performance Certified by the End-user
			Description	%		
Government						
Private						

Note: The bidder shall be able to support this statement with:  
Duly signed Contracts/Purchase Orders (POs) / Agreements/ Memoranda of Agreement (MOA)/Notices of Award (NOA)/Job Orders or Notices to Proceed (NTP) with the corresponding Certificates of Completion of Delivery (CCDs)/ Certificates of Final Acceptance (CFAs)/duly signed Delivery Receipts (DRs), or duly accomplished Inspection and Acceptance Reports (IARs)  
Submitted by: \_\_\_\_\_  
(Printed Name and Signature)  
Designation: \_\_\_\_\_  
Date: \_\_\_\_\_

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## Sec. III. Bid Data Sheet

Prospective bidders should have completed, within a period of **five (5) years** immediately preceding the deadline for submission of bids, Single Largest Completed Contract (SLCC) similar to the contract to be bid, must be at least fifty percent (50%) of the ABC to be bid for; OR have completed, at least two (2) similar contracts and the total of the aggregated contract amount should be equivalent to at least fifty percent (50%) of the ABC to be bid for; and the largest of these similar contracts must be equivalent to at least twenty-five percent (25%) of the ABC to be bid.

For this purpose, similar contracts shall refer to **Supply, Delivery, Installation of Video Conferencing Equipment**

Bidder may use the same contract for all lots it intends to bid for, subject to SLCC requirements. This means a single contract amounting to 50%, will be treated independently per lot.

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## Technical Eligibility Documents

### Statement of ongoing and awarded but not yet started contracts

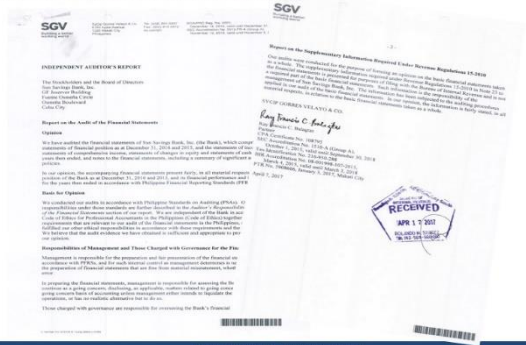
Name of Contract	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Bidder's Role Description	Date Awarded a. Date Started b. Date of Completion	% of Accomplishment		Value of Outstanding Works (Indicative Portion)
					Planned	Actual	
Government							
Private							

Note: In case of no ongoing contract, the bidder shall submit this duly signed form and indicate "0" ongoing contracts" under the Column for Name of Contract (first column, from left)  
Submitted by: \_\_\_\_\_  
(Printed Name and Signature)  
Designation: \_\_\_\_\_  
Date: \_\_\_\_\_

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## Financial Eligibility Documents

### Audited Financial Statements



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## Financial Eligibility Documents

### Computation of Net Financial Contracting Capacity OR Committed Line of Credit

NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid

= must be at least equal to the ABC to be bid.

Committed Line of Credit = must be at least equal to ten percent (10%) of the ABC to be bid

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## Class "B" Documents

### Joint Venture Agreement

OR

Duly notarized statements from all the potential joint venture partners



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## Technical Documents

1. Bid Security
2. Compliance with the Schedule of Delivery
3. Compliance with the Technical Specifications
4. Omnibus Sworn Statement with Certificate of Authority of Signatory

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## Technical Documents

### Bid Security

Forms of Bid Security	Amount (not less than the required percentage of the ABC)
a) Cash or Cashier's/Manager's Check	Two percent (2%)
b) Bank draft/guarantee or irrevocable letter of credit	
c) Surety bond	Five percent (5%)

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## Technical Documents

### Bid Security

Lot No.	ABC (in PhP)	Forms of Bid Security (in Php)			Bid Securing Declaration (no percentage required)
		Cashier's / manager's check issued by a Universal or Commercial Bank (2% of ABC) (in PhP)	Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank. Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank. (2% of ABC) (in PhP)	Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security (5% of ABC) (in PhP)	
1	29,815,000.00	596,300.00	596,300.00	1,490,750.00	-

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## Technical Documents

### Bid Security : Bid Securing Declaration

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## Technical Documents

### Omnibus Sworn Statement

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## PhilGEPS Certificate of Registration and Membership

2016 Revised IRR of RA 9184, all bidders shall upload and maintain in PhilGEPS a current and updated file of the following Class "A" eligibility documents under Sections 23.1(a) and 24.1(a) of the same IRR.

Deferment of Mandatory Submission of PhilGEPS Certificate of Registration and Membership (CIRCULAR 07-2017, 31 July 2017)

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### During bid opening bidders may submit:

1. Class "A" Eligibility Documents required to be uploaded and maintained current and updated in the PhilGEPS pursuant to Section 8.5.2 of the same IRR;
2. PhilGEPS Certificate of Platinum Registration and Membership in lieu of their uploaded file of Class "A" Documents; or
3. a combination thereof.

**Note:** Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-qualification requirement

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**For electronic bid submission**, the passwords for accessing the Bidding Documents will be disclosed by the Bidders only during the actual bid opening which may be done in person or face-to-face through videoconferencing, webcasting or similar technology.

**Late bids shall not be accepted.**

**For the purpose of constituting a quorum, both the physical and virtual presence of the BAC and TWG members shall be considered pursuant to GPPB Resolution No. 09-2020.**

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## No Contact Rule

Section 32.1 of the IRR of RA 9184

"Members of the BAC, including its staff and personnel, as well as its Secretariat and TWG, are prohibited from making or accepting any communication with any bidder regarding the evaluation of their bids until the issuance of the Notice of Award. However, the BAC, through its Secretariat, may ask in writing the bidder for a clarification of its bid. All responses to requests for clarification shall be in writing."

## Sec. III. Bid Data Sheet

### ITB Clause 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 LCB, the Bidder shall submit the following requirements:

- Latest income and business tax returns: Printed copies of the Electronically filed Income Tax and Business Tax Returns with copies of their respective Payment Confirmation Forms for the immediately preceding calendar/tax year from the authorized agent bank;
- Certificate of PhilGEPS Registration (Platinum Membership); and
- Other appropriate licenses and permits required by law and stated in this **BDS**.

## Sec. III. Bid Data Sheet

### ITB Clause 20.2

To facilitate post-qualification, the bidder **at its option** may submit in advance, i.e., on the deadline for submission and receipt of bids, above requirements and other documents required in Section II. ITB 29.2.

- ITB 29.2 Documents
- Name of Project: \_\_\_\_\_
- Bid Opening Date: \_\_\_\_\_
- Name of Bidder: \_\_\_\_\_

## Section V. Special Conditions of Contract

### • GCC Clause 2.2, Schedule of Payment

Supplier may submit a request for payment based on the monthly Progress Reports which shall be attached to the progress billing and include the following: (i) cumulative quantities of items delivered based on the schedule of deliveries and other relevant terms and conditions of the contract; and (ii) Inspection and Acceptance Reports, including certification by Supplier, as approved by the duly authorized DepEd representative, that the items have been delivered and/or properly installed and commissioned in accordance with the contract.

(NOTE: The Supplier must furnish copy of the above-mentioned documents to DepEd Accounting and the End-user (Bureau of Learning Resources – Cebu) and the Contract Management Division of the Procurement Service, Central Office.)

## Section V. Special Conditions of Contract

### • GCC Clause 2.2, Schedule of Payment

An advance payment not to exceed fifteen percent (15%) of the contract amount shall be allowed and paid within sixty (60) calendar days from signing of the contract. An irrevocable letter of credit or bank guarantee of an equivalent amount must be submitted, and shall remain valid until the goods are delivered, and accompanied by a claim for advance payment.

Payments shall be subject to the "Warranty" provision in the form of either retention money in an amount equivalent to at least 1% of every progress payment, or a special bank guarantee in the amount equal to at least 1% of the Contract Price required in Section 62 of RA 9184 and its IRR.

## Section V. Special Conditions of Contract

The method and conditions of payment to be made to the Supplier through the Government disbursement procedure within sixty (60) days from submission of documents under this Contract shall be as follows:

Final Payment (Subject to 5% Retention Fee):  
100% of payment upon completion of the project

## Section V. Special Conditions of Contract

Payment shall be made only after all of the following requirements have been submitted:

- Certification issued by the Procuring Entity that the delivered goods have been duly inspected and accepted
- Signed Delivery Receipts
- Signed Inspection and Acceptance Report (IAR)
- Property Transfer Report (PTR)
- Signed Training Accomplishment

## Section V. Special Conditions of Contract

### • GCC Clause 5, Warranty

A three (3)-year comprehensive and onsite warranty for the whole Multimedia package for operation and maintenance of all licensed software products will be applied. The 3-year period shall reckon from the date of issuance of the Certification of Final Acceptance by the DepEd that the delivered goods and services have been duly inspected and accepted (final acceptance).

For the following consumable items, a standard/base warranty or minimum of one (1) year warranty shall be applied:

- Video Collaboration Bar
- Collaboration PC paired with
- Monitor with Camera
- Large Monitor
- Camera

## Section V. Special Conditions of Contract

### • GCC Clause 5, Warranty

Upon receipt by the Supplier of the Procuring Entity's notice of any claims arising under this warranty, the Supplier shall immediately act upon to repair or replace the defective Goods or parts thereof. The period for correction of defects in the warranty period is within seven (7) calendar days from receipt of such notice.

For defects arising from within the first-half of the warranty period, as applicable, DepEd may opt to demand for recall and replacement of the defective items.

On the other hand, defects arising from the onset until the expiry of the warranty period, DepEd may ask for repairs of the defective items.

## Section VI. Schedule of Requirements

Supply, Delivery, Installation of Video conferencing Equipment				
Item No.	Description			Delivery Period
1	Video Collaboration Bar	15 units	Brand new or newly factory remanufactured/ non-surplus with certificate of remanufacturing by the original equipment manufacturer	45 days after the Notice to Proceed
	Collaboration PC	385 units		
	Monitor	383 units		
	Large Monitor	2 units		
2	Camera	35 units	Set-up conference rooms and video conference equipment including online training on the operation and administration of the machine to be scheduled by ICTS	To be Scheduled within two weeks of the delivery date
	Services	2 units		

## Section VI. Schedule of Requirements

### Delivery / Project Site(s):

❖ Complete delivery shall be made within the contract duration stipulated above, from the date of receipt of the Notice to Proceed (NTP) by the Supplier or the date provided for such purpose indicated in the NTP.

❖ Goods shall be delivered to **DepEd Central Office**.

## Section VII. Technical Specifications

Item	Specification	STATEMENT OF COMPLIANCE (State Comply or Not Comply)	BIDDER'S ACTUAL OFFER
1	All equipment and components must be of the required level of technology, new, compliant with the requested specifications, responding to current quality standards in international markets, manufactured by reputable and consolidated international brands, reliable and fully adequate for the intended purpose.		
2	All major components must have a unique serial numbers and e-copy in Excel format shall be submitted to DepEd - BLR-Cebu.		
3	All equipment markings, user manuals and electronic copies must be in English.		
4	All equipment shall conform and operate on the standard electric supply in the Philippines (220Vac, 50/60 Hz power, type A & B power sockets)		
5	All equipment must be able to operate in the environmental conditions of the different locations in The Philippines, especially considering humid environments at temperatures ranging from 8°C to 45°C, dusty and moist environments and frequently salty air.		

## Section VII. Technical Specifications

Item	Specification	STATEMENT OF COMPLIANCE (State Comply or Not Comply)	BIDDER'S ACTUAL OFFER
6	All connections between components shall be ready to operate, once installation is finalized.		
7	All necessary cables, adaptors and connections must be included and clearly marked, in order to facilitate rapid and accurate assembly.		
8	A certification from the Brand and product Manufacturer shall be provided confirming that the proposed brand and product parts will be available and serviceable for at least five (5) years after delivery and acceptance of the goods.		
9	Imported products should pass international quality control product standards and have international quality control product markings such as CE, ISO, ASTM, ASOC, AFCC, ASO, DGO, EPOCC, IQA, and the likes, while locally-made products (Philippine-made) should pass the local quality control product standards and bear the PS mark.		

## Section VII. Technical Specifications

Item	Specification	STATEMENT OF COMPLIANCE (State Comply or Not Comply)	BIDDER'S ACTUAL OFFER
10	<b>VIDEO COLLABORATION BAR (15 Units)</b> <ul style="list-style-type: none"> <li>• Microsoft or Android 9.0 operating system</li> <li>• Supports touch monitor through HDMI / USB port</li> <li>• Ultra HD 4K Camera, 3x digital zoom resolutions</li> <li>• 120° field view</li> <li>• six-beamforming microphone array</li> <li>• table stop speakerphone</li> <li>• 2 meters voice pickup radius</li> <li>• Buttons: Teams, Answer / Hangup, Mute, Volume up / down</li> <li>• Synchronize scheduled Teams meetings and calendar</li> <li>• Human motion sensor</li> <li>• Touch "Join" or Click Teams button</li> <li>• Proximity joining PC invite to meeting using Blue Tooth Beaconing</li> <li>• Ability to receive content sharing or whiteboard</li> <li>• WiFi capable via 2.4GHz/5GHz Dual Mode</li> <li>• At least Bluetooth 4.2</li> <li>• At least 2x USB2.0</li> <li>• At least 1x HDMI-out</li> <li>• Power over Ethernet 802.3af</li> </ul>		

## Section VII. Technical Specifications

Item	Specification	STATEMENT OF COMPLIANCE (State Comply or Not Comply)	BIDDER'S ACTUAL OFFER
11	<b>COLLABORATION PC (385 Units)</b> <ul style="list-style-type: none"> <li>• Single Pack Package</li> <li>• Intel i7ro Upgrade or AMD Equivalent</li> <li>• Intel 7500T 7Gen Core i5-4C or AMD Equivalent</li> <li>• 8GB (2x4GB) DDR4 2400 SODIMM</li> <li>• 90-Watt EPSDM Ext Power Adapter</li> <li>• 128GB SATA TLC SSD</li> <li>• Intel i260 ac 2x2 +BT or AMD Equivalent</li> <li>• VESA Mount</li> <li>• 12.3" Touch Screen - 10-point touch capable</li> <li>• Video Ingest Module with Tamper-proofing of cables from the back</li> <li>• Security - Infineon TPM SLB9670 1.2/2.0 (Common Criteria EAL4+ certified) and Active Health (black box light recorder)</li> <li>• Connector Optimizer                             <ul style="list-style-type: none"> <li>• 1 Universal audio jack (with re-tasking) connector</li> <li>• 1 USB Type-CTM (USB 3.1 Gen 1, 15W output) connector</li> <li>• 1 USB Type-A (USB 3.1, charging) connector</li> <li>• 1 USB Type-A (USB 3.1, S4/S5 wake) connector</li> <li>• 1 USB Type-CTM (Alternate Mode DP, USB 3.1 Gen 1, 15W output, 60W input) connector</li> <li>• 1 DisplayPort™ connector</li> <li>• 1 HDMI connector (optional HP DisplayPort™)</li> <li>• 1 RJ-45 connector</li> <li>• 1 DC-in 7.4mm barrel</li> <li>• Audio Coaxial CX7501 codec, universal audio jack</li> <li>• Microsoft Skype/Zoom Room Systems with Connection Optimizer</li> <li>• 3/3/3 DM Warranty</li> </ul> </li> </ul>		

## Section VII. Technical Specifications

Item	Specification	STATEMENT OF COMPLIANCE (State Comply or Not Comply)	BIDDER'S ACTUAL OFFER
12	<b>MONITOR (383 Units)</b> <p>(Portable monitor pop-up camera for each collaboration pc)</p> <ul style="list-style-type: none"> <li>• Minimum 23.8-inch</li> <li>• IPS, Micro Edge LED Backlit - Viewable Image Area (diagonal) 60.5 cm (23.8 in) widescreen; diagonally measured</li> <li>• Resolution 1920 x 1080 @ 60 Hz, Aspect Ratio 16:9</li> <li>• Color Support** Up to 16.7 million colors with the use of FRC technology, Color Gamut NTSC 72%</li> <li>• "Skype for Business and Audio Controls- Volume Down/Up, Answer call, Mute microphone, Mute volume, End call</li> <li>• Connector Types (1) DisplayPort 1.2, (1) HDMI 1.4, (1) VGA, (3) USB 3.0 ports (2 downstream and 1 upstream)</li> <li>• Webcam - Yes, Integrated Microsoft Certified Skype for Business, (Pop-up type for privacy) 720p Integrated HD Webcam with Dual Digital Mics</li> </ul>		

## Section VII. Technical Specifications

Item	Specification	STATEMENT OF COMPLIANCE (State Comply or Not Comply)	BIDDER'S ACTUAL OFFER
13	<p><b>LARGE MONITOR (2 Units)</b></p> <ul style="list-style-type: none"> <li>Minimum 55-inch.</li> <li>Panel bit depth: 10-bit (8-bit and 2-bit FRC). Viewing angle (typical CR &gt; 10) Up to 178° horizontal and Up to 178° vertical.</li> <li>Resolution 3840 x 2160 at 60 Hz, Aspect Ratio 16:9.</li> <li>Panel bit depth - 10-bit (8-bit and 2-bit FRC)</li> <li>Panel active area (W x H) 1209.6 x 680.4 mm (47.62 x 26.79 in)</li> <li>Contrast ratio (typical), Static 1,200:1 (typical) 1,000:1 (minimum) Dynamic 8,000,000:1 (typical)</li> <li>User assignable function buttons - 20</li> <li>Languages - 10 (English, Spanish, German, French, Italian, Dutch, Portuguese, Japanese, Traditional Chinese, and Simplified Chinese)</li> <li>Color Gamut 99% sRGB and 100% NTSC, Backlight lamp life - 30,000 hours minimum.</li> <li>On-Screen Display (OSD) user controls - Brightness, Color Control, Input Control, Image Control, Audio Control, PIP Control, Power Control, Menu Control, Management, and Information</li> <li>Mercury-free display backlights and Low halogen</li> <li>Connector Types (1) DisplayPort 1.2, (2) HDMI 1.4, (1) HDMI 2.0, (1) VGA, (1) USB 2.0 port.</li> <li>Environmental Features and Certifications, CE/CB/KC/MSIP/ e-standby/ Baurt/ E/P/ MPRII/ ICE/ TUVS/ EAC/ cTUVus/ PSB/ ISC/ CCC/ CEL/ CECP/ SEPA/ GOSTR/ SII/ Energy Star/ ISC/ VCCI/ FCC/ BSMI/ SMark/ SASO/ SABS/ Mexico energy/ Mexico CoC/ PSE/ Ctick/ BIS/ EU REACH/ EU RoHS/ Voluntary materials restrictions/ WEEE</li> </ul>		

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## Section VII. Technical Specifications

Item	Specification	STATEMENT OF COMPLIANCE (State Comply or Not Comply)	BIDDER'S ACTUAL OFFER
14	<p><b>CAMERA (35 Units)</b></p> <ul style="list-style-type: none"> <li>Smooth motorized pan, tilt and zoom <math>\pm 90^\circ</math> pan <math>\pm 35^\circ / 45^\circ</math> tilt, 10x HD zoom</li> <li>Full HD 1080p 30fps</li> <li>H.264 UVC 1.5 with Scalable Video Coding (SVC)</li> <li>Autofocus</li> <li>3 camera presets plus home position button</li> <li>Video mute/unmute LED indicator</li> <li>Standard tripod thread</li> <li>REMOTE CONTROL - IR 8.5 m range, CR2032 battery</li> <li>Certified for Skype for Business and ready for Teams, Zoom Certified, Fuze Certified Compatible with Google Meet, Cisco Jabber® and WebEX Compatible. Compatible with BlueJeans, BroadSoft, GoToMeeting, Vidyo, and other video conferencing, recording, and broadcasting applications that support USB cameras</li> </ul>		

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## Section VII. Technical Specifications

Item	Specification	STATEMENT OF COMPLIANCE (State Comply or Not Comply)	BIDDER'S ACTUAL OFFER
15	<p><b>SERVICES (2 Units)</b></p> <ul style="list-style-type: none"> <li>Set up of conference room equipped with Video Conferencing Equipment)</li> </ul>		

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## Deadline for Submission and Opening of Bids

**November 04, 2020**

**2:00 P.M.**

**Bulwagan ng Karunungan  
Ground Floor, Rizal Bldg.**

Deadline for Letters of Clarification:

**October 23, 2020 at 06:00 PM**

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## Pre-Bid Conference

**FLOOR NOW OPEN  
FOR QUERIES**

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