

Inspection and Test Protocol

I. General Procedures:

Note: The BAC shall set the location and time of the sample submission.

All items will be subjected to the following procedures, whichever is applicable:

- a. Evaluate the parameters of the goods as indicated in the specifications e.g., material, dimensions, capacity, power rating, etc. which can be found in the item's nameplate. All areas must conform to the technical specifications.
- b. Look for any evidence of defects such as, but not limited to, rust formation, broken parts, etc. that affects function or overall performance as a whole. All items must be free from defects;
- c. Check the completeness of parts/accessories;
- d. During the conduct of evaluation or inspection of the offered goods, the bidder supplier shall provide one or two technical representative/s, and the tools and materials needed listed below. The supplier/technical representative shall be responsible in the preparation and operation of the goods and assist the TWG in the conduct of the evaluation.

II. Detailed Inspection and Test Procedures:

Item No.	Description	INSPECTION and TEST PROCEDURES					
INFORMATION TECHNOLOGY DEVICES AND ACCESSORIES (MI-LOT 1)							
1	Laptop Computer	INSTRUCTION TO BIDDERS: Bidders are expected to install all software specified in the Technical Specifications, as well as Pass Mark Monitor Test and CPUID CPU-Z. Bidders are expected to bring Laptops that have been fully charged for purposes of testing.					
DEVICE INFORMATION	ITEMS	PROCEDURE	PARAMETER		EVALUATION DETAILS	COMPLIANCE (Comply / Not Comply)	REMARKS / COMMENTS
1	LAPTOP PC POWER	Battery	<ul style="list-style-type: none"> Setup a laptop. <i>(The laptop must be fully charged).</i> Turn off screen saver and set brightness at middle level. Remove the power cord from the laptop. Leave for 30 minutes, take note of the time started. 	Battery indicator	Battery indicator of Laptop should be at least 90% after 30 minutes.		
2	LAPTOP BIOS	BIOS information	<ul style="list-style-type: none"> Access the BIOS menus using the BIOS Key. Enter to BIOS using function Key. Check CPU cores and frequency. Check RAM size. 	CPU& RAM	PROCESSOR CORE: If 10-Cores & 12-Threads 12MB cache Or If 6-Cores & 12-Threads 16MB cache RAM: 2 X 4GB DDR4		
3	LAPTOP HARDWARE	CPU Memory	<ul style="list-style-type: none"> Check hardware Configuration. Check CPU Frequency. Check RAM size. 	CPU& RAM	PROCESSOR CORE: 1.3Ghz Base Speed Or 2.3Ghz Base Speed RAM: Min 8GB		
4	LAPTOP STORAGE	Solid-state	<ul style="list-style-type: none"> Open Operating System. Go to disk 	SSD partition	SSD must have three (3) partitions for:		

		drive (SSD)	management and check the size of the SSD. <ul style="list-style-type: none"> • Check the partition of the drive. 	and capacity	<ol style="list-style-type: none"> 1. system (local C) and 2. recovery (local D) data (Local E) 3. data (Local E) <p>The combined SSD capacity of (local C), (local D) and (local E) should not be below 480GB.</p>			
5	LAPTOP MONITOR	LCD/LED	<ul style="list-style-type: none"> • Run Pass Mark Monitor Test 	High Contrast Black	<p>ON BLACK: There should be no:</p> <ol style="list-style-type: none"> 1. bright dot; 2. white dot; and 3. light leakage in the laptop <p>ON WHITE: There should be no:</p> <ol style="list-style-type: none"> 1. dark dot; 2. yellow mark; 3. ripple mark; 4. light leakage in the laptop 			
6	LAPTOP SCREEN RESOLUTION	Resolution	<ul style="list-style-type: none"> • Open Display Settings • Under Scale and Layout look for the display resolution drop-down. • Take note of the resolution listed. 	Display Resolution	Resolution: able to set screen resolution at 1920 x 1080 (Full HD)			
2	Plotter		<ul style="list-style-type: none"> • Operate the Plotter in accordance with the accompanying user's manual. • Prepare a PC with Microsoft Windows 10/8/7 and CAD drawing file. • Set up the Plotter and its accessories with the PC. Install the drivers and software from the accompanying CD. • Let the Plotter print the CAD drawing of at least 3 print sheets. Check and verify the following: <ol style="list-style-type: none"> a) It shall consistently produce clean and clear print without crumping/folding the paper or glitches and, b) in at least 45 seconds a page. <p><i>Needed tools & materials: ruler, CAD drawings, PC, print papers (shall be provided by the supplier)</i></p>					
3	Printer		<p>The approved technical specification shall be used to check the conformity of the results in this test.</p> <ul style="list-style-type: none"> • Prior to the inspection the printer should have been already initialized and installed to a Windows PC/Laptop • Connect to a Windows PC/Laptop via USB • Check the highest printing resolution and test print an image file using that highest resolution settings • Scan any document as image/JPG to a Windows PC/Laptop using the highest scan resolution then check for the image resolution in the File properties -> Details • Check the print speed and highest copy resolution in the printer's brand/model official website, brochure, and other literature. • Fit a standard A4 size paper in the flatbed • Fit 100 sheets of A4/64 gsm paper into the input tray • Fit 30 sheets of A4/64 gsm paper into the output tray • In the windows PC/Laptop check for the accepted paper sizes in the printer preferences 					

		<ul style="list-style-type: none"> • Print using different paper media in conformance to the technical specifications • Connect and print to the printer via Wi-Fi and Wi-Fi Direct • Print using the printer's mobile print application using an android smartphone • Browse the internet for the printer's brand official website and navigate to the specific model where printer drivers and related softwares can be downloaded • Check the completeness of the printer package as indicated in the technical specification <p><i>Inspection and Testing Tools and Equipment Needed:</i></p> <ul style="list-style-type: none"> • Windows PC/Laptop • Image File to be printed • 100 sheets of A4 size, 64 gsm plain bond paper • 3 pieces plain paper of each paper sizes enumerated in the technical specifications • 3 pieces of each media types enumerated in the technical specifications • Wi-Fi router • Android smartphone
4	Smart TV	<p>The approved technical specification shall be used to check the conformity of the results in this test.</p> <ul style="list-style-type: none"> • Connect the TV as an external display monitor of a Windows PC/Laptop using each of the HDMI ports then check the extended display resolution on Start Button -> Settings -> Display -> Screen Resolution • Measure the screen size using a meter tape • Read/Play media files from a USB Flash Drive • Connect to the internet via ethernet connection • Connect to the internet via Wi-Fi connection • Connect a smartphone or other control devices via Bluetooth • Check Operating System and its version <p><i>Inspection and Testing Tools and Equipment Needed:</i></p> <ul style="list-style-type: none"> • Windows PC/Laptop with HDMI external display port • Appropriate HDMI cable for external display • Meter Tape • USB Flash Drive with media files • Ethernet Cable • Wi-Fi router with ethernet ports • Smartphone or other Bluetooth control device
<p>MASS PRODUCTION OF CABINETS (MP-LOT 2) (See Annex B of the Bidding Documents)</p>		
<p>BREAD AND PASTRY AND COOKERY EQUIPMENT (MI-LOT 3)</p>		
1	Stand Mixer with Complete Attachment	<p>Functional Specifications:</p> <ol style="list-style-type: none"> 1. Check functionality by doing three 5-minute test runs with the wire whisk and flat beater using 2 liters of water as medium. 2. Check the variable speeds by switching from low to high speed. There must be a noticeable increase in the speed. Refer to the User's Manual provided. 3. Equipment must function as intended. 4. For the dough hook, proceed to protocol for performance specification. <p>Performance Specifications:</p> <p>Equipment must be able to knead 1 kilogram of dough (minimum). Bidder will provide the ingredients (like flour, milk, butter, yeast, sugar, and salt) for a simple bread recipe such as pan de sal, cheese bread, etc. The resulting weight of the ingredients must be equal to 1 kilogram.</p> <p>Design Specifications:</p> <ol style="list-style-type: none"> 1. Perform visual inspection of the item; 2. Bidder must provide manufacturer's certification that the bowl material is Food-grade and made of stainless steel; 3. Use the contents of four 1-liter bottles of store-bought mineral water to check the bowl capacity. The water should not overflow from the bowl; 4. Look for the Rated Power on the "nameplate". Double-check by measuring the amperage while performing the performance specification protocol using the Clamp Meter. Compute for the wattage using the formula: Watts (W) = Amps (A) x Volts (V) 5. Look for the voltage rating in the "nameplate". 6. Perform visual inspection of the power cord and plug to determine the type A plug or plug adapter;

		<p>7. Perform visual inspection of the attachments. Bidder must provide manufacturer's certification that the material is Food-grade and made of aluminum or stainless steel;</p> <p>8. Perform visual inspection of the selector knob/switch. At least 3 speed settings must be indicated;</p> <p>9. Check the contents of the User's Manual.</p> <p><i>Needed tools and materials: Clamp Meter, tape rule, ingredients (like flour, milk, butter, yeast, sugar, and salt) for a simple bread recipe such as pan de sal, cheese bread, etc.</i></p>
2	Decker Oven	<p>Functionality/Performance</p> <ol style="list-style-type: none"> Administer mandatory functionality testing based on the operating instructions. The following tests are as follows: <ol style="list-style-type: none"> Ignition system test, Gas leak test of LPG regulator and hose using soap and water. Conduct endurance testing for a series of five test runs for one minute each to determine how the equipment behaves under sustained use. Measure the temperature of the oven by using the infrared thermometer to verify Temperature range from 0 to at least 350 degrees centigrade. Monitor the performance of the machine, there must be no abnormalities and irregular noise. <p><i>Load testing</i></p> <ol style="list-style-type: none"> The supplier should perform the actual demonstration and provide raw materials needed like dough, etc. for load testing. <p><i>Needed tools and materials: dough for baking (from the dough used in the performance test for stand mixer and dough roller), tape rule, LPG tank with contents (shall be provided by the Bidder during test)</i></p>
3	Gas range w/ oven, 4 burner	<p>Functionality test:</p> <ol style="list-style-type: none"> administer mandatory functionality testing based on the operating instructions. The following tests are as follows: <ol style="list-style-type: none"> Automatic electronic Ignition system test, Gas leak test of LPG regulator and hose using soap and water. Conduct endurance testing in every burner for a series of five test runs for one minute each to determine how the equipment behaves under sustained use. Monitor the performance of the machine, there must be no abnormalities and irregular noise. Measure the temperature of the oven by using the infrared thermometer to verify Temperature range from 0 to at least 250 degrees centigrade. <p><i>Load testing:</i></p> <ol style="list-style-type: none"> The supplier should perform the actual demonstration on how to use and provide any kitchen utensil and raw materials for cooking test. <p><i>Needed tools and materials: tape rule, micrometer/Vernier caliper, infrared thermometer, soap, water, rugs, LPG tank with contents (shall be provided by the Bidder during test)</i></p>
4	Mechanical Dough Roller	<p>Functionality/Performance</p> <ol style="list-style-type: none"> Administer mandatory functional testing by letting the machine run for fifteen minutes based on the specified operating procedure to determine that it is fully serviceable. Check the motor, it must be without any abnormalities, sparks, and irregular noise in motor bearing. Conduct endurance testing for a series of five test runs for one minute each to determine how the equipment behaves under sustained use. <p><i>Load testing</i></p> <ol style="list-style-type: none"> The supplier should perform the actual demonstration in dough load testing and provide at least 1 kilo of dough for testing. <p><i>Needed tools and materials: 1 kilo freshly mixed dough (from the stand mixer performance test), tape rule</i></p>
5	Stock pan burner	<p>Functionality test:</p> <ol style="list-style-type: none"> Administer mandatory functionality testing based on the operating instructions as follows: <ol style="list-style-type: none"> Turn on the gas, and have a leak test on the LPG regulator and hose using soap and water. Conduct endurance testing for a series of five test runs for one minute each to determine how the equipment behaves under sustained use. Check the burner. There must be no abnormalities and irregular noise. <p><i>Load testing:</i></p> <ol style="list-style-type: none"> The supplier should perform the actual demonstration on how to use and provide any kitchen utensil and raw materials for cooking test.

		<i>Needed tools and materials: soap, water, rags, LPG tank with contents (shall be provided by the Bidder during test)</i>
REFRIGERATORS AND FREEZERS (MI-LOT 4)		
1	Refrigerator, 7 cu. ft.	<p>Functional Specifications. Check usability (that includes the body, freezer and refrigerator compartments together with its accessories) from the following: a) breakage, rusts, dust b) abnormalities of removable attachments like shelf, crisper and other storage that may be attached on doors.</p> <p>Performance Specifications 1. Place the wired probe of the thermometer in the freezer; let a supplier technical representative run the refrigerator for several hours within a day to verify its ability to attain -18°C or lower temperature. 2. Quality marks affixed on the refrigerator (e.g. PS, ICC, CCC and the like) and or copy of certification to be provided by the supplier (e.g. PS license, ISO 9001 and the like).</p> <p>Design Specifications Verify each item of the design specification correspondingly the following: 1. Refer to manufacturer specification, conduct visual and functional checks; 2. Refer to manufacturer specification; 3. Refer to manufacturer specification; 4. Refer to manufacturer specification and conduct test run; 5. Conduct visual check and test run; 6. Refer to manufacturer specification; 7. Refer to manufacturer specification; 8. Check inclusion of Warranty Card bearing at least the required limits; 9. Check manual's language used, content, illustration and compatibility with the item; 10. Refer to the list of service centers provided by the supplier and conduct verification of their status.</p> <p><i>Tools and Materials Needed: tape rule, thermometer with wired probe, VAC meter, PC/cellphone, internet connection, 220-240V mains.</i></p>
2	Upright Freezer	<p>Functional Specifications Check usability (that includes the body, door and compartment together with its accessories) from the following: a) breakage, rusts, dust b) function abnormalities of removable attachments like shelf and other storage/holders that may be included with the item.</p> <p>Performance Specifications 1. Place the wired probe of the thermometer in the freezer compartment; let a supplier technical representative run the refrigerator for several hours within a day to verify its ability to attain -18°C or lower temperature. 2. Quality marks affixed on the refrigerator (e.g. PS, ICC, CCC and the like) and or copy of certification to be provided by the supplier (e.g. PS license, ISO 9001 and the like).</p> <p>Design Specifications Verify each item of the design specification correspondingly the following: 1. Refer to manufacturer specification, conduct visual and functional checks; 2. Refer to manufacturer specification; 3. Refer to manufacturer specification; 4. Refer to manufacturer specification and conduct test run; 5. Conduct visual check and test run; 6. Refer to manufacturer specification; 7. Refer to manufacturer specification; 8. Check inclusion of Warranty Card bearing at least the required limits; 9. Check manual's language used, content, illustration and compatibility with the item; 10. Refer to the list of service centers provided by the supplier and conduct verification of their status.</p> <p><i>Tools and Materials Needed: tape rule, thermometer with wired probe, VAC meter, PC/cellphone, internet connection, 220-240V mains.</i></p>
INFORMATION TECHNOLOGY DEVICES AND ACCESSORIES (MI-LOT 5)		
1	Laptop Computer	INSTRUCTION TO BIDDERS:

					2. yellow mark; 3. ripple mark; 4. light leakage in the laptop			
6	LAPTOP SCREEN RESOLUTION	Resolution	<ul style="list-style-type: none"> Open Display Settings Under Scale and Layout look for the display resolution drop-down. Take note of the resolution listed. 	Display Resolution	Resolution: able to set screen resolution at 1920 x 1080 (Full HD)			
2	Printer	<p>The approved technical specification shall be used to check the conformity of the results in this test.</p> <ul style="list-style-type: none"> Prior to the inspection the printer should have been already initialized and installed to a Windows PC/Laptop Connect to a Windows PC/Laptop via USB Check the highest printing resolution and test print an image file using that highest resolution settings Scan any document as image/JPG to a Windows PC/Laptop using the highest scan resolution then check for the image resolution in the File properties -> Details Check the print speed and highest copy resolution in the printer's brand/model official website, brochure, and other literature. Fit a standard A4 size paper in the flatbed Fit 100 sheets of A4/64 gsm paper into the input tray Fit 30 sheets of A4/64 gsm paper into the output tray In the windows PC/Laptop check for the accepted paper sizes in the printer preferences Print using different paper media in conformance to the technical specifications Connect and print to the printer via Wi-Fi and Wi-Fi Direct Print using the printer's mobile print application using an android smartphone Browse the internet for the printer's brand official website and navigate to the specific model where printer drivers and related softwares can be downloaded Check the completeness of the printer package as indicated in the technical specification <p><i>Inspection and Testing Tools and Equipment Needed:</i></p> <ul style="list-style-type: none"> Windows PC/Laptop Image File to be printed 100 sheets of A4 size, 64 gsm plain bond paper 3 pieces plain paper of each paper sizes enumerated in the technical specifications 3 pieces of each media types enumerated in the technical specifications Wi-Fi router Android smartphone 						
3	Smart TV	<p>The approved technical specification shall be used to check the conformity of the results in this test.</p> <ul style="list-style-type: none"> Connect the TV as an external display monitor of a Windows PC/Laptop using each of the HDMI ports then check the extended display resolution on Start Button -> Settings -> Display -> Screen Resolution Measure the screen size using a meter tape Read/Play media files from a USB Flash Drive Connect to the internet via ethernet connection Connect to the internet via Wi-Fi connection Connect a smartphone or other control devices via Bluetooth Check Operating System and its version <p><i>Inspection and Testing Tools and Equipment Needed:</i></p> <ul style="list-style-type: none"> Windows PC/Laptop with HDMI external display port Appropriate HDMI cable for external display Meter Tape USB Flash Drive with media files Ethernet Cable Wi-Fi router with ethernet ports Smartphone or other Bluetooth control device 						

MASS PRODUCTION OF CABINETS (MP-LOT 6) <i>(See Annex B of the Bidding Documents)</i>		