

PURCHASE REQUEST
OFFICE OF THE SOLICITOR GENERAL
(Agency)

Department: **CASE MANAGEMENT SERVICE** PR No. 022-09-185 Date: October 20, 2022
Section: SAI No. Date:

Stock No.	Unit	Item Description	Qty	Estimated Unit Cost	Estimated Amount
		PROCUREMENT OF ICT EQUIPMENT FY 2022			
		General Requirements for all ICT Equipment			
		<ul style="list-style-type: none"> The Bidder must be an authorized reseller/dealer of the brand being offered. A current Authorization or reseller certificate from the Manufacturer or Vendor is required as part of the technical component of the bid proposal. The Bidder must not exceed the ninety (90) days delivery lead-time upon receipt of Notice to Proceed. Must attach brochure of the brand being offered. 			
		Specific Requirements for Corporate Notebook PC and Desktop			
		<ul style="list-style-type: none"> The Bidder must be an Authorized Service Partner (ASP) of the brand being offered. A current valid manufacturer certificate is required as part of the technical component of the bid proposal. The Bidder must have at least one (1) manufacturer-certified engineer for the brand of laptop. A current valid manufacturer certificate is required as part of the technical component of the bid proposal. The brand offered by the bidder must be included in the latest Top 4 of IDC's Worldwide Personal Computing Device Tracker. Certification in the inclusion in the Top 4 is required from the brand's manufacturer. The winning Bidder shall replace a factory defective unit with a new unit within 30 days upon delivery of the item. In case of outside repair within the 3-year warranty period, the winning Bidder shall provide a service unit to the OSG. For the two immediately preceding items, the Bidder must submit Proof of Warranty as part of the technical component. 			
lot		LOT 1: Workstations	1	Php 10,460,000.00	Php 10,460,000.00
		<i>Inclusions:</i>	<i>Quantity</i>	<i>Unit Cost</i>	<i>Total</i>
		Corporate Notebook PC	136	60,000.00	8,160,000.00
		Desktop Workstation	10	70,000.00	700,000.00
		Notebook PC for Technical Use	20	80,000.00	1,600,000.00
				10,460,000.00	
lot		LOT 2: Scanner	1	1,080,000.00	1,080,000.00
		<i>Inclusions:</i>	<i>Quantity</i>	<i>Unit Cost</i>	<i>Total</i>
		High Resolution Document Scanner	3	360,000.00	1,080,000.00
lot		LOT 3: ICT Equipment	1	165,000.00	165,000.00
		<i>Inclusions:</i>	<i>Quantity</i>	<i>Unit Cost</i>	<i>Total</i>
		Biometric Premium Outdoor Fingerprint Recognition Terminal	3	55,000.00	165,000.00
				165,000.00	
lot		LOT 4: WLAN Upgrade	1	3,145,000.00	3,145,000.00
		Supply, Delivery, and Implementation of Wireless LAN (Wi-Fi 6)		VAT INCLUSIVE	

Please see attached Terms of Reference (TOR):

Lot 1: Workstations

Specifications of the following:

- Corporate Notebook PC
- Desktop Workstation
- Notebook PC for Technical Use

Lot 2: Scanner

Specifications of the following:

- Hi-Resolution Document Scanner-110PPM

Lot 3: ICT Equipment

Specifications of the following:

- Biometric Premium Outdoor Fingerprint Recognition Terminal

Terms of Payment for Lot 1-3:

Supplier agrees to be paid based on a progressive billing scheme as follows:

- Within thirty (30) days from the completion of the delivery and issuance of the Inspection and Acceptance Report by the OSG, and submission of all other required documents - 95% of the contract price
- One (1) year from the issuance of the Inspection and Acceptance Report by the OSG - 5% of the contract price.

Delivery: Ninety (90) days upon receipt of NTP.

Lot 4: WLAN Upgrade

Specifications of the Supply, Delivery, and Implementation of Wireless LAN (Wi-fi 6) 40 units Access Point

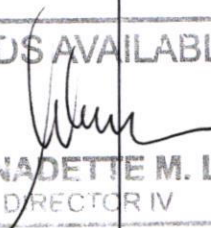
Terms of Payment:

Supplier agrees to be paid based on a progressive billing scheme as follows:

- Within thirty (30) days from the completion of the delivery and issuance of the Inspection and Acceptance Report by the OSG, and submission of all other required documents - 95% of the contract price
- One (1) year from the issuance of the Inspection and Acceptance Report by the OSG - 5% of the contract price.



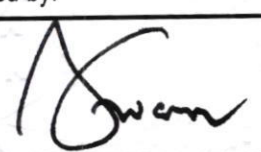
Delivery: Ninety (90) days upon receipt of NTP.

Attached: Memorandum from Dir. IV Eduardo Alejandro O. Santos, CMS, TWG Chairperson and Approved Terms of Reference (TOR) from the Technical Working Group of ICT Equipment

FUNDS AVAILABLE:

 BERNADETTE M. LIM
 DIRECTOR IV

Amount in Words: **Fourteen Million Eight Hundred Fifty Thousand Pesos Only** Php 14,850,000.00

Purpose: **For Bidding**

Prepared By:	Recommending Approval:	Approved by:
		
SHERA JANE B. SOLON	EDITHA R. BUENDIA	MENARDO I. GUEVARRA
Administrative Officer V	Director IV, HRMAS	Solicitor General