



**CSC-CO BIDS AND AWARDS COMMITTEE**

CSC-ITB No. 2018-06  
(Rebidding on Various ICT Equip.)  
April 4, 2018

**INVITATION TO BID (ITB)**  
(Method of Procurement: Public Bidding)

The Civil Service Commission (CSC), through its Bids and Awards Committee (BAC), invites again **interested bidders/suppliers/manufacturers/dealers/distributors of ICT equipment and software** and duly registered with the Philippine Government Electronic Procurement System (PhilGEPS) ([http:// www.philgeps.gov.ph](http://www.philgeps.gov.ph)) of the Department of Budget and Management (DBM), to bid through **public bidding** for the following project:

**Title of Project:** "Re-bidding on the Procurement of ICT Equipment and Software for Various CSC Project Development and Implementation"

**Approved Budget for the Contract:** Php 22,520,000.00 (Incl. of gov't. taxes/other charges)

**Delivery Period:** Within sixty (60) calendar days

**Specifications/ Requirements:**

Item No.	Quantity/ Unit	Item Descriptions	Total Approved Budget
1	1 Lot	<p><b>"Re-bidding on the Procurement of ICT Equipment and Software for Various CSC Project Development and Implementation"</b></p> <p><u>Technical Specifications (Highlights):</u></p> <p><i>[The complete technical specifications/requirements are included in the Terms of Reference (TOR)/ Manual of Bidding Documents]</i></p> <ul style="list-style-type: none"> <li>➤ <b>64 units Desktop Computer (VCAS Terminals) ** - Form Factor:</b> Microtower/Small/Mini; <b>OS:</b> Non-proprietary OS; <b>Processor:</b> Min. Intel Core i5 3470 or AMD A6 5200; <b>Memory:</b> 4GB DDR3; <b>Graphics:</b> Integrated Graphics; <b>Ports and Connectors:</b> Rear: VGA, HDMI, USB 3.0(2), USB 2.0(2), LAN (Ethernet), Audio (Line-in, Line-out, Microphone), Front: USB 2.0 (2), Headphone/Microphone (1); <b>Network Adapters:</b> Integrated 10/100/1000 Gigabit Ethernet LAN and Bluetooth 4.0 M.2 combo; <b>Optical Drive:</b> Ultra Slim-tray SuperMulti DVD burner; <b>Hard Drives:</b> 1 TB 7200 rpm SATA; <b>Monitor:</b> 20 HD monitor (same brand) with VGA Port and cable, DisplayPort and cable; <b>Mouse:</b> same brand USB optical mouse; <b>Keyboard:</b> same brand USB keyboard; <b>UPS:</b> 650VA; <b>Warranty:</b> 3 years Parts, 3 years labor, 3 years on-site support.</li> <li>➤ <b>68 units Desktop Computer ** - Form Factor:</b> Microtower; <b>OS:</b> Proprietary OS; <b>Processor:</b> CPU speed: 3.6 GHz, up to 4.2 GHz, CPU cores: 4, CPU Cache: 8MB, TDP: Max of 65W; <b>Memory:</b> 8GB DDR4-2400 SDRAM; <b>Graphics:</b> 1 GB Video Card with VGA ports; <b>Ports and Connectors:</b> Rear: Audio in, Audio out, RJ-45, DisplayPort, USB 2.0 (2), USB 3.1 Gen. 1 (2); power connector; Front: Headset connector (1), USB 2.0 (1), USB 2.0 (1), USB 3.1 Gen 1 (2), USB Type-C (1); <b>Network Adapters:</b> Gigabit Network Connection LOM, Dual Band, 2x2 Wi-Fi+Bluetooth 4.2; <b>Optical Drive:</b> Slim DVD-Writer; <b>Hard Drives:</b> 3.5" 1 TB 7200 rpm SATA; <b>Monitor:</b> 20 HD monitor (same brand) with VGA Port and cable, DisplayPort and cable; <b>Mouse:</b> same brand USB optical mouse; <b>Keyboard:</b> same brand USB keyboard; <b>UPS:</b> 650VA; <b>Warranty:</b> 3 years Parts, 3 years labor, 3 years on-site support.</li> <li>➤ <b>150 units Laptop</b> – Brand-new; <b>Processor:</b> CPU speed: 2.7 GHz, up to 3.5 GHz, CPU cores: 2, CPU Cache: 4 MB, TDP: max. of 15 W; <b>Memory:</b> 8GB DDR4-2133 SDRAM (1x8GB); <b>Display:</b> Between 15 to 17 inch diagonal HD+anti-glare LED backlit (1600x900), Touch Screen; <b>Keyboard with backlit (preferably); Storage:</b> 1TB GB 7200 or 5400 rpm SATA; <b>Audio:</b> Integrated stereo speakers; headphone/microphone combo jack; Integrated microphone; <b>Optical Drive:</b> External (support external USB Drive CD/DVD/DVD-RW); <b>Mouse:</b> Wireless mouse (same brand); <b>Communication:</b> Gigabit Network Connection, Dual Band, 2x2 Wi-Fi+Bluetooth 4.0; <b>OS:</b> Proprietary OS; <b>Accessories:</b> Backpack Laptop Bag, HDMI to VGA Display Adapter; <b>Warranty:</b> 3 years Parts, 3 years labor, 3 years on-site support.</li> </ul>	<p><b>Php 22,520,000.00</b> (Inclusive of Govt. Taxes/Other Charges)</p>

*In a R. A. C. E. to Serve: Responsive, Accessible, Courteous and Effective Public Service*

- **34 units Webcam** – Brand-new; Up to 16 megapixel still image; 30 FPS frame rate; F=2.4, f=3.5mm lens; 60 degree viewing angle; automatic focus, 10 cm to infinity focus range, USB 2.0 computer interface; Windows XP/Vista/Windows 7, 8 & 10; Automatic white balance, Built-in microphone and Plug-and-Play video.
- **17 units Laser Printer (Black)** – Brand-new; Laser print technology; Up to 40ppm print speed; Up to 80,000 pages duty cycle; 750 to 4000 monthly page volume; Up to 250 sheets Input capacity; Up to 150 sheets Output capacity; Manual duplex printing; Letter, legal, executive, envelope#10, envelope monarch, custom sizes; Media types - Paper (plain, EcoFFICIENT, light, heavy, bond, colored, letterhead, preprinted, prepunched, recycled, rough), envelopes, labels and transparencies; 16 to 46.6 lb media weight; Sheetfed finished output handling, Hi-Speed USB 2.0 Host USB, Gigabit Ethernet connectivity; Windows 10, 8, 7; 32-bit or 64-bit, Vista, XP SP3 or higher (32-bit only), 3 years warranty on parts and labor, with certified list of local or regional providers of services and parts, Toner and Imaging Unit single consumable, and With 1 set of consumables.
- **17 units Colored Printer** – Brand-new; On-demand ink jet (Piezoelectric) 720x720 dpi print resolution; 3pl ink droplet volume, A4, black and colour print speed, up to 50 sheets, paper tray, 8.5 x 44 inches paper size, A4, letter, legal media sizes, plain paper media types; Color: B/C/M/Y; 100 to 240v power supply rating; USB 2.0 connectivity, Windows XP/Vista / 7 / 8 / 8 / 10 / Mac OS or later; Warranty: 3 years on parts and labor, with certified list of local or regional providers of services and parts; and with 1 set of consumables.
- **1 unit Colored Printer (All-in-one Printer)** – Brand-new; all-in-one printer; on-demand ink jet (Piezoelectric); 5,760 x 1,440 dpi print resolution; 3pl ink droplet volume; Up to 33 ppm print speed; Up to 100 sheets input capacity; Up to 30 sheets output capacity; 8.5 x 44 inches printing size; A4, Letter, Legal media sizes; Plain paper media type: Color: B/C/M/Y; Flatbed color image scanner; CSI sensor type; 600x1,200 dpi optical density; 240v power supply rating; USB 2.0 connectivity; Windows XP/Vista/7/8/10/Mac OS or later compatibility; Warranty: 3 years on parts and labor, with certified list of local or regional providers of services and parts; and with 1 set of consumables.
- **17 units Photo and Document Scanner** – Flatbed scanner; CIS sensor type; 3-color light source; 4,800 x 4800 dpi optical resolution; A4/letter document size; 10 sec. scan speed; supplied via USB port power supply; 250x365x39 mm dimensions; approximately 1.6kg weight; Hi-speed USB 2.0 connectivity; Windows 10 / Vista / XP / Mac OS or later OS; Warranty: 3 years on parts and labor.
- **1 unit Document Scanner** – Departmental Document Scanner; automatic or manual document feeding; up to 1,000mm long document mode; Up to 100 sheets feeder capacity; grayscale; one-line CMOS; RGB LED, Simplex, Duplex, Grayscale, B/W; 6,000 dpi optical resolution; scanning speed; Hi-Speed USB 2.0/SCSI-III Connectivity; ISIS/TWAIN scanner drivers; Windows 10, 7 Service Pack, Vista Service Pack 2 or later, XP SP3 or higher; 7.3 inches H x 12.5 inches W x 10.9 D inches dimensions; 14.3 lbs; 7,500 scans; with other features.
- **3 units Projector** – Brand-new; 3 LCD technology; 0.59 inch with MLA LCD panel; 3,400 lumen-1,900 lumen colour light output; WXGA, 1280 x 800, 16:10 Resolution; HD ready; 16:10 aspect ratio; lamp 215 W light source, manual vertical/horizontal; keystone correction; 10 bits colour processing; 50 Hz-85 Hz 2d vertical refresh rate; Up to 1.07 billion colours reproduction; Warranty: 3 years on parts and labor; and with certified list of local or regional providers of services and parts.
- **218 units Office Productivity** – Office 2013 Standard Volume License
- **16 units Adobe Creative Cloud (2-year subscription)** – Multimedia/Graphics editing tool; Software ; Graphic design, video editing, web development, photography, cloud services, various Adobe applications; Web hosting, cloud-based file hosting storage space and service.
- **4 units Visual Studio Pro User SL** – Professional proprietary development tool for Windows platform for development of current and incoming systems; Development Tools-RAD suites; Windows 10, 7 Service Pac or later, Vista Service Pack 2 or later, XP SP3 or higher; Built-in languages; C,C++/CLI, VB.NET, C#, Typescript; Supported languages: Python, Ruby, Node.js, M, XML/SXLT, HTML/XHTML, JavaScript, CSS.
- **282 Anti-Virus Software License** – Currently used brand anti-virus (eScan) by CSC; 3 years license; Must be compatible with current anti-virus server for updating, monitoring and maintenance.
- **Bidder Qualifications** – Bidders must submit a vendor certification stating that all equipment to be supplied are brand-new, up-to-date products and intended for Philippine market. Bidders must indicate their proposed brand and model in the Technical Requirements accompanied with proof that the brand being offered has been in the Philippine market for at least 10 years. The Bidders or Product Manufacturers must be certified on ISO 9001-2008 (Quality Mgt.) and ISO 1400-2004 (Environmental Mgt. System).
- **Warranty:** 3 years warranty on all hardware products including free parts and labor onsite; Covers immediate replacement of equipment (service unit) with the same or higher specifications during pull-out defective units/parts, free of charge. Bidders must have accredited service centers located near the CSC Regional Offices.
- **Delivery Period:** Delivery of all equipment at the CC Central and Regional Offices should not exceed 60 calendar days upon receipt of NTP / Purchase Contract.

➤ **Training Component:** A training for two (2) days on the operations of equipment and software shall be provided by the Winning Bidder either onsite or offsite for the maximum of 50 pax/day inclusive of meals and snacks, certificates and hand-outs for the account of the winning bidder.

Resource person/s for the MS Office 2013 training must be a certified Microsoft Office Specialist from a Microsoft Learning Partner. Certificate of Participation must be issued to the participants by the provider per day/training topic (MS Word, Excel, and Powerpoint).

\*\* Must be produced by manufacturers listed in the Top 5 of Gartner as of 2<sup>nd</sup> Quarter of 2017.  
Must include "CSC custom logo" through BIOS loading.

**REMINDER: Bidders should refer to the Project's Technical Specifications (TS) and Supplemental Bid Bulletin (if any) for their technical specifications and bid proposal.** The complete TS, instructions to bidders, invitation to bid, schedule of activities, ABC and sample bidding forms are included in the Manual of Bidding Documents which can be secured from the CSC-BAC Secretariat with a **non-refundable fee of Php20,000.00.**

All particulars relative to the Eligibility, Technical and Financial Requirements/Bid Proposal Checking, Detailed Bid Evaluation, Post-Qualification/Evaluation and Award of Contract shall be governed by the pertinent provisions of the 2016 Revised Implementing Rules and Regulations (RIRR) of the R.A. 9184.

Eligibility documents of bidders shall be examined using "PASS/FAIL" criteria. Only the documents of bidders rated "Passed" for all the eligibility requirements shall be evaluated and if found compliant shall be declared Eligible Bidders. The technical and financial requirements shall likewise be examined using the Pass/Fail criteria. The technical and financial documents of the eligible bidder/s whose technical requirements was declared Passed during the preliminary examination shall be evaluated thereafter. The Lowest Calculated Bidder (LCB) shall be subjected to Post-Qualification/Evaluation. Bids equal to or lower than the ABC shall be evaluated based on their responsiveness with the CSC's requirements subject to Post-Qualification Evaluation before an award is made. Bids higher than the ABC shall be rejected and returned outright. Applications/ proposals/bids submitted after the deadline and/or incomplete applications shall not be accepted.

The **Pre-Bid Conference** shall be conducted on **April 18, 2018 at 10:00 a.m.** at the 2<sup>nd</sup> Floor, CSC Resource Center Building, Civil Service Commission – Central Office, IBP Road, Constitution Hills, Quezon City.

**Interested/prospective bidder/s** whose business belongs to the industry covering the said procurement item may attend the Pre-bid Conference but **shall first register/apply by submitting a Letter of Intent (LOI) at least one (1) day before the Pre-bid Conference** to the CSC-BAC Secretariat with address and contact numbers indicated below. **Authorized representatives shall submit or bring with them written authority/certification as representative/s from their respective companies.**

Bidder/s may secure the **Manual of Bidding Documents** which contains the technical specifications and other bidding requirements of the project from the CSC-BAC Secretariat during office hours upon payment of a **non-refundable amount of Twenty Thousand Pesos (Php20,000.00)** to be paid to the CSC Cashier Unit with office located at the Pamathalaan Park, CSC Compound, Constitution Hills, Quezon City. **Only the bidder/s who obtained the Manual of Bidding Documents shall be allowed to participate in the bidding.**

The eligibility requirements and bid proposals shall be dropped at the designated Bid Box for public bidding **on or before May 8, 2018 and shall be closed strictly at 10:00 a.m. (timepiece/ clock of OFAM-CSC)** located at the OFAM Room, CSC Resource Center Building, Civil Service Commission - Central Office, IBP Road, Constitution Hills, Quezon City and shall be opened on the same date for the **Eligibility Checking and Bid Opening.**

The eligibility, technical, and financial requirements must be sequentially compiled in accordance with the checklist of documents with index tabs and a table of contents for easy document browsing.

The following are the schedules of bidding activities for said project:

ACTIVITY	DATE / TIME	PLACE / VENUE
a. <b>Invitation / Advertisement</b> [Advertisement in the newspaper, and posting in PhilGEPS and CSC websites, CSC Procurement Bulletin Board and conspicuous places in the CSC]	April 9 to May 8, 2018	Newspaper, PhilGEPS Website; CSC Website; and CSC Procurement Bulletin Board
b. <b>Registration of Bidders and Issuance of Manual Bidding Documents</b> to interested bidders	April 9 to May 8, 2018 (Up to the date of Bid Opening)	CSC-BAC / Secretariat Unit
c. <b>Pre-Bid Conference</b> (Discussion/clarification of the TS/TOR, bidding requirements and other details of the project)	<b>April 18, 2018</b> at 10:00 a.m.	2nd Floor, CSC Resource Center Building, CSC-Central Office
d. <b>Deadline for Submission of Eligibility, Technical and Financial Requirements</b>	<b>May 8, 2018</b> at 10:00 a.m.	
e. <b>Eligibility Checking</b> (Opening of envelopes containing eligibility and technical documents/requirements)	<b>May 8, 2018</b> at 10:00 a.m.	2nd Floor, CSC Resource Center Building, CSC-Central Office
f. <b>Bid Opening</b> (Opening of envelopes containing of financial bid proposal/ requirements)	<b>May 8, 2018</b> at 10:30 a.m.	

The CSC reserves the right to reject any application for eligibility, or all bids for any reasonable and justifiable ground, waive any required formality therein, and to make an award to the bidder whose proposal is deemed most advantageous to the government.

Additional information shall be furnished upon request. All communications should be addressed to the undersigned through the CSC-BAC Secretariat.

  
**ATTY. ARIEL G. RONQUILLO**  
 CSC Assistant Commissioner  
 CSC BAC Chairman

**CSC-BAC SECRETARIAT**

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