



Department of Environment and Natural Resources

Environmental Management Bureau

Office of the Regional Director

Caraga Regional Office

Purok 5, Brgy. Ambago, Butuan City

Tel. No. 085-3413826; 3425332; 3421877; Telefax (085) 815-0890



INVITATION TO BID
SUPPLY AND DELIVERY OF INFORMATION TECHNOLOGY (IT) EQUIPMENT
AND SUPPLIES EMB-CARAGA REGIONAL OFFICE

1. The Environmental Management Bureau RXIII (EMB), thru its Bids and Awards Committee (BAC), intends to apply Supply and Delivery of Information Technology (IT) Equipment and Supplies with the total amount of SIX MILLION EIGHT HUNDRED FIFTY EIGHT THOUSAND AND SEVEN HUNDRED PESOS (₱ 6,858,700.00) through General Appropriations Act (GAA) for CY 2019 being the Approved Budget for the Contract (ABC) for the Supply and Delivery of Information Technology (IT) Equipment and Supplies. Bids received in excess of the ABC shall be automatically rejected during bid opening.
2. The EMB RXIII - BAC now invites bids for Supply and Delivery of Information Technology (IT) Equipment and Supplies. Delivery of the goods is 30 calendar days upon receipt of Notice to Proceed. Bidders should have completed within three (3) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II Instructions to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Act." Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.
4. Interested bidders may obtain further information from the Environmental Management Bureau RXIII (EMB) and inspect the Bidding Documents at the address given below during office hours (8:00 am to 5:00pm).
5. A complete set of Bidding Documents may be acquired by interested Bidders on January 30, 2019 from the address given below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the

amount of Five thousand pesos (PhP5, 000.00). The Invitation to Bid may be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and EMB Website at www.emb.gov.ph, provided that Bidders shall pay the applicable non-refundable fee for the Bidding Documents not later than the submission of their bids.

6. That pursuant to Section 6 of DBM Administrative Order No. 14, series of 2018, the EMB XIII BAC reserves the option not to award the contract upon the issuance of an approved Implementing Rules and Regulations.

7. The EMB-BAC will hold a Pre-Bid Conference on February 8, 2019, 10:00 a.m. at Environmental Management Bureau RXIII Conference Room, Purok 5, Brgy. Ambago, Butuan City which shall be open to prospective bidders.

8. Bids must be duly received by the BAC Secretariat at the address below on or before February 20, 2019, 10:00 a.m. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18. Bid opening shall be on February 20, 2019, 2:00 p.m. at Environmental Management Bureau RXIII. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

9. Interested bidders may obtain further information from the BAC Secretariat c/o Mr. Rostico L. Quiao at the Environmental Management Bureau RXIII from 8:00 AM to 5:00 PM only, Mondays to Fridays starting January 30, 2019 at Tel No. (085)342-1877. However, any queries relative to the contents of the bid documents and the project requirements can only be made by bidders who purchased the bid documents not later than Ten (10) days prior to the Submission and Opening of Bids.

10. EMB RXIII reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

Technical Specifications

Bidders must state here either "Comply" or any equivalent in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification"

Supply and delivery of Information Technology (IT) Equipment and Supplies that will conform with the following Specifications	
ITEM	SPECIFICATION
LOT 1	
1	IP PBX System (1 LOT) Specification:

	<ul style="list-style-type: none"> • Maximum total Port(Extn + Trunk) :36 • Max.Trunk Port :8-12 • Analogue Trunk :12 • ISDN Trunk L6 (12 ch) • Max.IP Gateway :1 (4 ch) • Max Extension Port :28 • Voice Processing System :1 • Includes 15 IP phones • Free Configuration and Installation <p>NOTE: Cables are already Installed</p>
	PURPOSE: Upgrade of the existing office communication (Telephone Landline)
	LOT 2
2	<p>Environment Monitoring System (1 LOT)</p> <p>Specification: "Can monitor Temperature and Humidity Able to track Airflow Voltage Sensor Smoke Alarm Monitor Electrical Failure Security"</p> <p>PURPOSE: To monitor server room environment.</p>
3	<p>Lan Monitoring Software (1 PAX)</p> <p>Specification: "*Multi-vendor network monitoring *Auto-generating intelligent maps *Can create alerts *With visual presentation of the network status"</p> <p>PURPOSE: To monitor LAN for faster troubleshooting</p>
4	<p>PAYROLL SYSTEM (1 LOT)</p> <p>Specification: "*Can handle payroll for monthly, semimonthly, weekly and daily *Updated to comply with the Train Law of 2018 *Payroll preparation for 15/end salary, RATA, Differential *Customizable shift and pay schedules *Leave availment,computation and conversionincluding tardiness to leave credits deduction *Allowance including 13th month computation *Loans and advances *Support Import/Export of employee data *Can set schedule of deduction and allowances</p>

	<p>*Auto Computation of PAG-IBIG, PHILHEALTH, GSIS/SSS and Withholding Tax</p> <p>*Unlimited entry for allowances and loans</p> <p>*Maintenance for salary schedule</p> <p>*Maintenance for Philhealth and Tax Table</p> <p>*Application of loan with balance monitoring and auto stop if fully paid</p> <p>*Process payroll for different employment status like permanent and job order</p> <p>*Generate payroll summary</p> <p>*Generate payslip</p> <p>*Generate monthly nad yearly remittances report with export function</p> <p>*Generate monthly and yearly report of withholding TAX with exporting function</p> <p>*Compatible with our existing fingerprint time recorder (GRANDING GT100)"</p> <p>PURPOSE: For HRMU payroll system</p>
5	<p>PDF Digital Signature Software (1 LOT)</p> <p>Specification:</p> <p>Uses adobe CDS technology to affix certifying and approval signatures to PDF files. PDF sign also supports timestamping.</p> <p>with One(1) High-End Scanner</p> <p>Specification:</p> <ul style="list-style-type: none"> "• Fast, up to 60 ppm / 120 ipm scanning in colour, greyscale and monochrome • Simplex/Duplex Scanning Side • 50 up-sheets Automatic Document Feeder (ADF) • USB 3.0 for forward compatibility • LED light-source • Scanner Central Admin Suite • Embossed card scanning (1.4 mm thickness)" <p>PURPOSE: For digital signature of outgoing document</p>
	LOT 3
6	<p>All-in-One Panel PC (24 SET)</p> <p>Specification:</p> <p>"Processor: Intel Core i5</p> <p>Memory: 8GB DDR4</p>

	<p>HDD: 1TB Vedio: 2GB OS:Win 10 LAN: 10/100/1000 Mbps Monitor:23-25"" Non Touch FREE: HEADSET"</p>
7	<p>All-in-One Panel PC (touch screen) (1 SET) Specification: "Processor: Intel Core i5 Memory: 8GB DDR4 HDD: 1TB Vedio:2GB OS:Win 10 LAN: 10/100/1000 Mbps Monitor:25-27"" Touch"</p>
8	<p>Computer Memory (15 PC) Specification: "Compatible for All-in-one PC, DDR4 SDRAM 8GB"</p>
9	<p>Windows 10 pro and MS Office 365 (120 LOT)</p>
10	<p>Network Video Recorder(32 channel) (1 LOT) Specification: "• Includes a 8000GB (2x4TB) hard drive • 4x SATA hard drive interface up to 6TB each • Backup – with 2x USB thumb drive, external drive or network backup to PC • HDMI and VGA output up to 3840 × 2160 resolution •Audio Output: 2-ch, RCA (2.0Vp-p, 1KΩ) •IP video input: 32-ch"</p>
11	<p>Projector (for Outdoor and Wireless) (2 PC)</p>
12	<p>Smart-UPS Rack mount for Server (1 PC)</p>
13	<p>8-bay Rackmount NAS 12TB (2 LOT) Specification: "Interface: Ethernet Operating System :NAS OS (embedded Linux) Number of Drive Bays : 8 hot-swappable 3.5-inch SATA II/SATA III Memory :4GB Processor :Dual-core 2.3GHz Intel® 64-bit processor Networking:Two (2) 10/100/1000 Base-TX (Gigabit Ethernet) Hard Drive Capacity: 3.5-inch HDD 2TB, 3TB, 4TB Total Capacity 8TB, 12TB, 16TB, 24TB, 32TB Included Accessories:Sliding rail kit,Cable management arm Transfer Rate :200MB/s reads and writes1 RAID : RAID 0, 1, 5, 6, 10 Remote access:Web-based"</p>

14	<p>Large Format Printer (1 PC)</p> <p>Specification:</p> <p>"Functions:Print Print Technology:Thermal Inkjet Connectivity:Fast Ethernet (100Base-T); Hi-Speed USB 2.0 certified; Wi-Fi Memory:256MB and UP Media sizes supported: Input tray: A4, A3; manual feed: A2, A1 Warranty: One-year warranty"</p>
15	<p>PVC Card ID Printer (1 LOT)</p> <p>Specification:</p> <p>"*Direct-to-card Dye-sublimation / Resin thermal transfer" *Full Color and monochrome printing capability *Free ID Designer Software *Free Color Ribbon YMCKO(200 ROLLS) *Free 100 pcs PVC Card</p>
	PURPOSE: ICT EQUIPMENT FOR 2019
16	Canon705 (6 PC)
17	Canon706 (3 PC)
18	Canon35 (3 PC)
19	Canon36 (2 PC)
20	HP704Colored (2 PC)
21	HPCF400A (35 PC)
22	HPCF401A (30 PC)
23	HPCF402A (30 PC)
24	HPCF403A (30 PC)
25	HPGT51Black (4 PC)
26	HPGT52Magenta (PC)
27	HPGT52Yellow (2 PC)
28	HPGT52Cyan (2 PC)
29	BT6000Black (4 PC)

30	BT5000Yellow (2 PC)
31	BT5000Magenta (2 PC)
32	BT5000Cyan (2 PC)
33	HP680Black (4PC)
34	HP680Colored (2 PC)
35	3 in 1 Printer (8PC)
36	UPS 600-650VA with 4 outlet (50 PC)
37	Computer Keyboard and mouse (20 PC)
	PURPOSE: ICT Supplies for CY 2019

For further information, please refer to:


ROSTICO L. QUIAO
BAC Secretariat
Purok 5, Brgy. Ambago Butuan City
Tel No. (085)342-1877


ALJUVI V. MONTEROLA
BAC Chairperson