

**TECHNICAL SPECIFICATIONS/  
TERMS OF REFERENCE**

**Lease of ICT Equipment for the Official Use of ISU**

<b>I.</b>	<p><b>Background:</b> The Intelligence and Security Unit (ISU) intends to secure the service of a provider, which can supply a six (6) months lease for a brand new functional five (5) desktop computers. This is relative to the inventory conducted by OAMSS-ICTD personnel which showed that most of ISU's desktop computers had reached its maximum normal life span and could no longer meet the demand of the workload, and the compatibility of the current software technology,</p>	
<b>II.</b>	<p><b>Scope of Service:</b></p> <p>a. The Supplier shall supply five (5) units of desktop computers (shall be from a well-known/reputable brand.</p> <p>b. During the lease period, the lessor shall be restricted to inspection/checkup or any configuration of all the leased computers without prior approval from the lessee due to the nature of confidentiality and security issued of the equipment.</p>	
<b>III.</b>	<b>Technical Specifications</b>	<b>Statement of Compliance</b>
	<b>Particulars</b>	<b>QTY</b>
	<p>All-in-One Desktop Computer (CPU+Monitor)</p> <ul style="list-style-type: none"> <li>• Operating System: latest proprietary operating system 64-bit with latest and compatible productivity software</li> <li>• Processor: Cache 12MB; Cores 10; Threads 12; Max Turbo Frequency: 4.40GHz</li> <li>• Memory: at least 8GB RAM</li> <li>• Storage: 256GB SSD+1TB HDD</li> <li>• Screen: Non-touch at least 23.8"</li> <li>• At least 2 HDMI ports, 3 USB ports</li> <li>• With wireless keyboard and mouse</li> </ul> <p>The desktop computers should all be brand-new from a well-known/reputable brand and not recycled/refurbished.</p>	5
<b>IV.</b>	<p><b>On Call Service Level Standard</b></p> <p>a. Break Fix Response Time: Within two (2) hours from time of call: Cut-off 1400H</p> <p>b. Break Fix Response Time after Cut-Off: Next business day</p> <p>c. Response Type: On-site, On-Line</p> <p>d. Provision of Service unit: After 48 hours of unresolved machine problem only during regular working hours and regular working day</p> <p>e. Installation services: Labor only (free)</p>	
<b>V.</b>	<p><b>Warranty</b></p> <p>The desktop computers must have a minimum of one (1) year warranty on parts and labor.</p>	

<b>VI.</b>	<b>Delivery</b>  The Contractor shall deliver the units within the approved number of days from the receipt of the Purchase Order/Notice to Proceed only during regular working hours and regular working day.	
<b>VII.</b>	<b>Payment</b>  a. Payment schedule for the supplier shall be on a monthly basis for a period of six (6) months and shall commence upon the delivery of the items as authorized under the government accounting and auditing regulations.  b. All payments shall be inclusive of all applicable taxes and other lawful charges.	
<b>VIII.</b>	<b>APPROVED BUDGET FOR THE CONTRACT (ABC)</b>	<b>PHP 465,000.00</b>

Date : 15 June 2023

  
**FELIX V. DE LEON, JR.**  
 Canvasser/Acting Administrative Officer  
 Intelligence and Security Unit  
 Office of the Secretary  
 Tel No. +632-8834-4758  
 Email: angel.abarro@dfa.gov.ph