


TECHNICAL SPECIFICATIONS/ TERMS OF REFERENCE

Lease of ICT Equipment for the Official Use of ISU Approved Budget for the Contract: PHP700,000.00

I.	Background: 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 eleven (11) 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,		
II.	Scope of Service: a. The Supplier shall supply eleven (11) units of desktop computers (from a well-known/reputable brand) 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.		
III.	Technical Specifications		Statement of Compliance
	Particulars	QTY	
	All-in-One Desktop Computer (CPU+Monitor) • Operating System: latest proprietary operating system 64-bit with latest and compatible productivity software • Processor: Cache 12MB; Cores 10; Threads 12; Max Turbo Frequency: 5.4GHz • Memory: at least 16GB RAM • Storage: 1TB SSD • Screen: Non-touch at least 23.8" • At least 2 HDMI ports, 3 USB ports • With wireless keyboard and mouse The desktop computers should all be brand-new from a well-known/reputable brand and not recycled/refurbished.	11	
IV.	On Call Service Level Standard a. Break Fix Response Time: Within two (2) hours from time of call: Cut-off 1400H b. Break Fix Response Time after Cut-Off: Next business day c. Response Type: On-site, On-Line d. Provision of Service unit: After 48 hours of unresolved machine problem only during regular working hours and regular working day e. Installation services: Labor only (free)		
V.	Warranty a. All equipment shall be covered by a warranty on parts and labor for the duration of lease at the sole expense of the Contractor.		

	b. Defective unit shall be fixed or be replaced within five (5) working days commencing from the day the defect has been reported to the Contractor by the end-user.	
VI.	Duration and Delivery <ol style="list-style-type: none"> The lease period shall be from 1 July to 31 December 2025. The Contractor shall deliver, setup and configure the ICT equipment, their peripherals, software and operating systems within fifteen (15) days from receipt of the Purchase Order/Notice to Proceed only during regular working hours and regular working day. Goods/Services supplied and delivered shall be subject to the usual inspection by the Department's Internal Auditor or duly authorized representative. All deliveries shall be made with one (1) day prior notice to the DFA-ISU 	
VII.	Payment Scheme <ol style="list-style-type: none"> 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. All payments shall be inclusive of all applicable taxes and other lawful charges. Payment will only be effected by strict compliance with the usual prescribed accounting and auditing requirements. 	
VIII.	Bidders Qualifications Must be PHILGEPS member and provide the following documentary requirements upon submission of quotation: <ul style="list-style-type: none"> - Certificate of Philgeps Registration - Mayor's/Business Permit - BIR Certificate of Registration - Latest Income Tax Return 	

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