

## TERMS OF REFERENCE

### 1. PROJECT TITLE

Supply and Delivery of One (1) Lot of various computer parts for the upgrade of the Bureau of the Treasury's workstations.

### 2. DESCRIPTION

This project calls for the supply and delivery of DDR4 DIMM SDRAM and NVME M.2 Solid State Drive (SSD). This project intends to upgrade and improve the performance of desktop computers in the Regional and Provincial Offices.

### 3. AGENCY BUDGET FOR THE CONTRACT (ABC): PHP 997,000.00

Note: Inclusive of 12% VAT, delivery cost, and all other charges.

### 4. PROJECT DURATION, DELIVERY, AND ACCEPTANCE

Sixty (60) Calendar days from the receipt of the Notice to Proceed.

PART I. TECHNICAL SPECIFICATIONS			
AGENCY SPECIFICATIONS	BIDDER'S STATEMENT OF COMPLIANCE	ACTUAL OFFER (Specify actual specification being offered)	REFERENCE (Indicate exact page number)
<b>ITEM A. RANDOM ACCESS MEMORY (RAM) 4 GB</b>  <b>1. General Requirements</b> <b>1.1. Number of Units:</b> 1.1.1. One Hundred Sixty-three (163) 1.1.2. Must be compatible with the model HP 280G4 PCI MT Business PC. <b>2. Technical Specifications:</b> <b>2.1. Capacity:</b> 2.1.1. 4 GB (1x4GB) <b>2.2. Form Factor:</b> 2.2.1. DIMM <b>2.3. Pins:</b> 2.3.1. 288 - pin <b>2.4. Voltage:</b> 2.4.1. 1.2 V <b>2.5. Memory Type:</b> 2.5.1. DDR4 SDRAM <b>2.6. Data Transfer Rate:</b>			

<p>2.6.1. 2666 MHZ</p> <p><b>2.7. Bus Type:</b></p> <p>2.7.1. PC4 – 21300</p> <p><b>2.8. Error Correction:</b></p> <p>2.8.1. Non-ECC</p> <p><b>ITEM B. RANDOM ACCESS MEMORY (RAM) 8 GB</b></p> <p><b>3. General Requirements</b></p> <p><b>3.1. Number of Units:</b></p> <p>3.1.1. Seventy (70)</p> <p>3.1.2. Must be compatible with the model HP Elitedesk 800 G6 SFF PC.</p> <p><b>4. Technical Specifications:</b></p> <p><b>4.1. Capacity:</b></p> <p>4.1.1. 8 GB (1x8GB)</p> <p><b>4.2. Form Factor:</b></p> <p>4.2.1. DIMM</p> <p><b>4.3. Pins:</b></p> <p>4.3.1. 288 - pin</p> <p><b>4.4. Voltage:</b></p> <p>4.4.1. 1.2 V</p> <p><b>4.5. Memory Type:</b></p> <p>4.5.1. DDR4 SDRAM</p> <p><b>4.6. Data Transfer Rate:</b></p> <p>4.6.1. 2666 MHZ</p> <p><b>4.7. Bus Type:</b></p> <p>4.7.1. PC4 – 21300</p> <p><b>4.8. Error Correction:</b></p> <p>4.8.1. Non-ECC</p> <p><b>ITEM C: SOLID STATE DRIVE (SSD)</b></p> <p><b>1. General Requirements</b></p> <p><b>1.1. Number of Units:</b></p> <p>1.1.1. One Hundred Sixty-Three (163)</p> <p>1.1.2. Must be compatible with the model HP 280G4 PCI MT Business PC.</p> <p><b>2. Technical Specifications:</b></p> <p><b>2.1. Storage Capacity:</b></p> <p>2.1.1. 500 GB or higher</p> <p><b>2.2. SSD Form Factor:</b></p> <p>2.2.1. M.2 2280</p> <p><b>2.3. Interface:</b></p> <p>2.3.1. PCIe 4.0 x4 NVMe</p> <p><b>2.4. Sequential Read:</b></p>			
---	--	--	--

<p>2.4.1. 7,000 MBps or higher</p> <p><b>2.5. Sequential Write:</b></p> <p>2.5.1. 3,900 MBps or higher</p> <p><b>2.6. Screw:</b></p> <p>2.6.1. Must provide an appropriate screw for each piece or more to mount in the motherboard.</p>			
--	--	--	--

PART II. BIDDER'S COMPLIANCE	BIDDER'S STATEMENT	REFERENCE
<p><b>1. STATEMENT OF BIDDER'S EXISTENCE AND EXPERTISE</b></p> <p>1.1 Certification from manufacturer or distributor that the bidder is authorized to bid, sell, support, and maintain the products being offered. If the distributor will certify the bidder, they must submit certification from the Manufacturer acknowledging the distributor as a partner of the product being offered.</p> <p>1.2 The bidder must have been operating in the Philippines for the past Five (5) years as an IT company. Must submit certificate/s as proof.</p> <p>1.3 The Vendor must have at least two (2) similar contracts in the last five (5) years. <i>(Note: <u>Including completed or ongoing contracts as of bid date</u>)</i></p> <p><i>Note: Similar projects are those related to the Supply and Delivery of Computer parts (Memory or Storage) or Desktop Computers.</i></p>		

PART III. OTHER CONDITION AND REQUIREMENTS	BIDDER'S STATEMENT OF COMPLIANCE
<p><b>1. SUPPORT AND WARRANTY</b></p> <p>1.1 Warranty Coverage: 2 years onsite.</p> <p>1.2 The vendor shall shoulder all expenses including transportation fees for any product repairs being offered during the warranty period including those deployed to BTr Regional and Provincial offices.</p> <p>1.3 The vendor must provide a warranty certificate stating the start and end of the warranty. The warranty period shall commence on the date the <b>"Certificate of Acceptance and Satisfactory Performance"</b> was issued.</p>	
<p><b>2. MODE OF PAYMENT</b></p> <p>2.1 One-time payment of the contract shall be made upon acceptance of the supply and delivery of hardware and upon issuance of a certificate of completion.</p>	

<p><b>3. OTHER CONDITIONS</b></p> <p>3.1 Freebies (if any/existing)</p> <p>3.1.1 The Bidder must submit on a separate sheet specifying the quantity and the name of all included freebies, remarked as “Freebies”.</p> <p>3.1.2 The quantity of the Freebies (if any/existing) shall not affect the result of the bidding.</p> <p>3.2 Delivery of Equipment</p> <p>3.2.1 All deliveries including freebies, can be delivered to the Hardware Maintenance Division (HMD), under the following conditions:</p> <p>3.2.1.1 Proper coordination of the Contractor with the Property and Supply Management Division (PSMD) and HMD prior to the delivery.</p> <p>3.2.1.2 No deliveries shall be accommodated without the following:</p> <p>3.2.1.2.1 Detailed Delivery Receipts which identify the quantity, the name of every equipment/unit (both primary equipment/unit and freebies), its corresponding serial numbers and costings.</p> <p>3.2.1.2.2 Delivery receipts and invoices must be delivered and acknowledged by the PSMD (Stamped/Signed).</p>	
<p><b>4. NON-GRAFT CLAUSE</b></p> <p>4.1. The winning bidder warrants that it has not given nor promised to give any money or gift to any officer or employee of the BTr, or any member of the Bids and Awards Committee (BAC), BAC Secretariat or TWG, to secure this contract.</p>	

Prepared by:

**RICARDO T. SALVACION**

ITO I - Hardware Maintenance Division

Recommending approval by:

**THOMAS J. SOLIDO**

CTOO I – Hardware Maintenance Division

Approved by:

**WILFREDO L. YATCO**

Director III – Management Information Systems Service