

TERMS OF REFERENCE

1. PROJECT TITLE:

SUPPLY AND DELIVERY OF TWO (2) UNITS DUAL ID CARD PRINTER

2. OBJECTIVE:

This project aims to procure a new Identification Card (ID) printer which will be used in the creation and issuance of ID placement of the Bureau of the Treasury.

3. AGENCY BUDGET FOR CONTRACT: **One Hundred Ninety-Eight Thousand Pesos (PHP 198,000.00) Inclusive of all applicable taxes.**

4. PROJECT REQUIREMENTS

Description		Bidder's Statement of Compliance
1.1.1. <i>Dual Sided ID Card Printer – 2 units</i>		
Print Capabilities:	Dual Sided	
Feed System:	Manual/Automatic	
Print Technology:	Dye sublimation/rewritable digital shedding	
Print Speed:	Up to 156 full colour cards per hour / 620 monochrome cards per hour	
Visual Security:	Must be capable of customized watermark	
Interface:	USB 2.0, 10/100 Ethernet	



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Inclusions:	Signature Pad (1 per printer)	
1.1.2. <i>PVC Cards – 600 pcs.</i>		
Type:	CCS Blank PVC Card 0.76mm	
Size:	85 x 54mm	
1.1.3. <i>Printer Ribbon – 6 rolls</i>		
Type:	Ribbon	
Color:	Yellow, Magenta, Cyan, Black, and Overlay	
Print method:	Print to Card	
1.1.4. <i>ID Printer Software – 2 licenses</i>		
Features:	Unlimited Card Templates (specifically could cater half body ID shots); Unlimited Card Sizes; MS Access, excel, CSV Connectivity; User and Permission Profiles; Signature Pad Support; Batch Printing and Direct Printing; With QR Code Generator; Data Sort Lookup Filters	
1.1.5. <i>Other Accessories that will complete the system – 1 lot</i>		
1.1.6. <i>End User Training – 1 lot</i>		
1.1.7. <i>Testing and Commissioning – 1 lot</i>		
1.1.8. <i>Warranty and Support</i>		
<p>Day 1 of warranties to all equipment shall commence only after the issuance of the Certificate of Completion of the project.</p> <p>One (1) year warranty for parts and services.</p> <p>The vendor must notify users / clients if there are possible updates and patches.</p>		



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<p>Unit that will be provided must be compatible with the existing ID Card printing software. If not, Provider must migrate all existing data to the new ID printing system.</p>	
<p>OTHER CONDITION AND REQUIREMENTS</p>	
<p>1. BIDDER QUALIFICATIONS</p> <p>1.1. The bidder must be in the business of providing ID Printers for at least three (3) years.</p> <p>1.2. The bidder must have completed a single largest contract for the past three (3) years that is similar to the project to be bid in an amount equivalent to at least 50% of the ABC.</p> <p>Similar means: Supply and Delivery of ID Card Printers</p> <p>1.3. Bidder's Certification Requirements</p> <p>1.3.1. The bidder must be a certified partner for the product being offered. Certification issued by the principal or local distributor of the proposed equipment stating that the bidder is "the authorized reseller and support provider in the Philippines"</p> <p>1.3.2. Certification from the principal of the proposed equipment is "willing to extend support to the Bureau of the Treasury for the product being offered"</p> <p>1.4. The Contractor shall complete the delivery and installation of works within 30 calendar days from the date of receipt of Notice to Proceed.</p> <p>2. FREEBIES</p> <p>2.1. Freebies (if any/existing)</p> <p>2.1.1. The Bidder must submit on separate sheet specifying the quantity and the name of all included freebies remarked as "Freebies".</p> <p>2.1.2. The quantity of the Freebies (if any/existing) shall not affect the result of the bidding.</p>	
<p>3. MODE OF PAYMENT</p> <p>3.1. One-time payment upon completion of the project</p>	



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4. NON-GRAFT CLAUSE

4.1. The winning supplier 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 secretariat or TWG, to secure this contract.

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