



Republic of the Philippines  
**PUBLIC ATTORNEY'S OFFICE**  
Tanggapan ng Manananggol Pambayan  
Kagawaran ng Katarungan  
DOJ Agencies Building, NIA Road corner East Avenue, 1104 Quezon City

**Bids and Awards Committee**  
**BID BULLETIN No. 01-2022**

**PROCUREMENT OF COMPUTER PRINTERS AND  
UNINTERRUPTIBLE POWER SUPPLY UNITS  
FOR THE USE OF PUBLIC ATTORNEY'S OFFICE  
FOR FY 2022**  
**Purchase Request No. 097-02-2022**

**Subject:** *A. Bid Documents Fee*  
*B. Amendment on Bid Data Sheet*  
*C. Delivery Schedule*  
*D. Product Specification for Lot 2*

**A. BID DOCUMENTS FEE:**

**FROM:**

“Five Thousand Pesos (*Php 5,000.00*) per Lot”

**TO:**

“Five Thousand Pesos (*Php 5,000.00*) for Lot 1, Five Hundred Pesos (*Php 500.00*) for Lot 2 and Five Thousand Pesos (*Php 5,000.00*) if for both Lot 1 and Lot 2”

**B. AMENDMENTS ON BID DATA SHEET:**

**Eligibility Certification Requirements:**

**FROM:**

“Certification issued by Head of the company or authorized representative, whether the prospective bidder is a manufacturer, supplier or distributor of the above items AND Certification from the manufacturer that the bidder is an authorized seller /distributor/dealer of the manufacturer. In case of a reseller, he must

present a certification from his distributor that he is an authorized reseller of the manufacturer along with a certification from the manufacturer that his distributor is an authorized dealer/seller of the manufacturer. "

**TO:**

**"3. a. Certification of Bidder issued by its authorized representative/official, identifying whether it is a manufacturer, supplier or distributor of the items subject of procurement. If Bidder is not the manufacturer, a certification from the manufacturer that the bidder is its authorized seller/distributor/dealer must also be submitted. If Bidder is a reseller, a certification from its distributor that the bidder is its authorized reseller and a certification from the manufacturer that the bidder's distributor is its authorized dealer/seller, must both be submitted; and"**

**b. Certificate of authenticity from the manufacturer for the items to be supplied. If Bidder is an authorized reseller, a certificate of authenticity from its distributor must also be submitted."**

#### **C. DELIVERY SCHEDULE:**

**FROM:**

**"15 days from Notice to Proceed"**

**TO:**

**"Staggered Delivery: First half of the total quantity to be delivered within 30 days from Notice to Proceed and the remaining half to be delivered within 60 days from Notice to Proceed" \*\* See attached Terms of Reference**

#### **D. PRODUCT SPECIFICATION FOR LOT 2:**

**FROM:**

- Topology: Line Interactive with Automatic Voltage Regulation
- Configuration: Tower

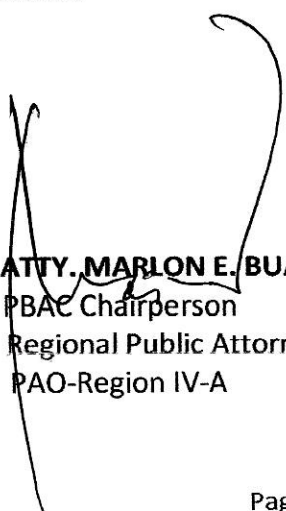
- Connection: 5-15P
- Wide input voltage and frequency range
- Input voltage : 170-280V 50Hz/60Hz
- Nominal Voltage: 220V or higher 50Hz/ 60Hz
- Overload, Short circuit, surge, battery overcharge and over-discharge protection
- Battery management: Permanent battery recharge, cold start
- Fastest charging capacity
- Ratings: 2000VA/1200W or higher
- Battery: 2X12V/9aH
- Interface: 6 5-15R sockets or higher
- Microprocessor – based digital control

TO:

- Topology: Line Interactive with Automatic Voltage Regulation
- Configuration: Tower
- Connection: 5-15P
- Wide input voltage and frequency range
- Input voltage : 170-280V 50Hz/60Hz
- Nominal Voltage: 220V or higher 50Hz/ 60Hz
- Overload, Short circuit, surge, battery overcharge and over- discharge protection
- Battery management: Permanent battery recharge, cold start
- Fastest charging capacity
- **Ratings: 650VA/350W or higher\***
- Battery: 2X12V/9aH
- Interface: 6 5-15R sockets or higher
- Microprocessor – based digital control
- **Warranty: 1 Year\***

**\*\*See attached Terms of Reference**

Quezon City, Metro Manila  
24 March 2022

  
**ATTY. MARLON E. BUAN**  
PBAC Chairperson  
Regional Public Attorney  
PAO-Region IV-A





## Bids and Awards Committee

### TERMS OF REFERENCE (TOR)

#### PROCUREMENT OF 112 UNITS OF COMPUTER PRINTERS AND 60 UNITS OF UNINTERRUPTIBLE POWER SUPPLY (UPS) FOR PUBLIC ATTORNEY'S OFFICE FOR FY 2022

(PURCHASE REQUEST NO. 097-02-2020)

(Through Public Bidding Pursuant to 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184)

#### 1. Approved Budget for the Contract

The bidder shall bid for the item described in this Terms of Reference, which shall not exceed the Approved Budget for the Contract in the amount of **ONE MILLION FOUR HUNDRED TWENTY THOUSAND PESOS (Php 1,420,000.00)**, inclusive of all taxes applicable and bank and government charges payable.

#### 2. Specifications:

<b>LOT 1</b> <b>112 Units Computer Printers</b>		
<b>APPROVED BUDGET FOR THE CONTRACT</b> <b>(Php 1,120,000.00)</b> <b>Staggered Delivery:</b> <b>First half of the total quantity to be delivered within 30 days from the issuance of Notice to Proceed and the remaining half to be delivered within from the issuance of 60 days from Notice to Proceed</b> <b>Payment terms: Immediately after the issuance of inspection and acceptance report for the complete delivery of goods.</b>		
<b>No. Of pcs.</b>	<b>PRODUCT</b>	<b>DELIVERY SCHEDULE</b> <small>(After issuance of Notice to Proceed)</small>
112 units	<ul style="list-style-type: none"><li>Printer Type: Print, Scan, Copy</li><li>Printing Technology: Print Method : Inkjet Maximum Resolution:5760 x 1440 dpi or higher</li><li>Print Speed: A4 and Legal (Black / Colour): Up to 33.0 ppm / 15.0 ppm or higher</li><li>Copying: Maximum Copy Resolution: 600 x 600 dpi or higher</li></ul>	<b>(56 units)</b> 30 days  <b>(56 units)</b> 60 days  *For strict compliance.  Subject to the rules on Liquidated Damages

	<p>Maximum Copy Size: A4, B5, A6, DL envelope (Note: Many other sizes are also supported. Any size between 3 x 5 " and 8.5 x 14")</p> <ul style="list-style-type: none"><li>• Scanning: Scanner Type: Flatbed colour image scanner Sensor Type: CIS Optical Resolution: 1200 x 2400 dpi or higher Maximum Scan Area: 216 x 297 mm Scanner Bit Depth (Colour): 48-bit input, 24-bit output or higher Scanner Bit Depth (Grayscale): 16-bit input, 8-bit output or higher Scanner Bit Depth (Black &amp; White): 16-bit input, 1-bit output or higher</li><li>• Paper Handling: Number of Paper Trays: 1 Standard Paper Input Capacity: Up to 100 sheets of Plain Paper (80 g/m2) or higher Output Capacity: Up to 30 sheets of Plain Paper (80 g/m2) Maximum Paper Size: 215.9 x 1200 mm or higher Paper Sizes: Legal (8.5 x 14"), Indian-Legal (215 x 345 mm), 8.5 x 13", Letter, A4, 16K (195 x 270 mm), B5, A5, B6, A6, Hagaki (100 x 148 mm), 5 x 7", 5 x 8", 4 x 6", Envelopes: #10, DL, C6</li><li>• Supported OS and Applications: Windows (Any version) and macOS (Any Version)</li><li>• Consumables: Black Ink Bottle: Page Yield: 5,000 Pages or higher Cyan Ink Bottle: Page Yield 5: 8,000 Pages (Composite Yield) or higher Magenta Ink Bottle: Page Yield 5: 8,000 Pages (Composite Yield) or higher Yellow Ink Bottle: Page Yield 5: 8,000 Pages (Composite Yield) or higher</li><li>• Electrical Specifications: Rated Voltage: AC 220-240 V</li><li>• Interface: USB: USB 2.0 Network: Wi-Fi, Wi-Fi Direct Network Protocol: TCP/IP v4</li></ul>	
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<b>LOT 2</b> <b>60 Units Uninterruptible Power Supply (UPS)</b>		
<b>APPROVED BUDGET FOR THE CONTRACT</b> <b>(Php 300,000.00)</b> <b>Staggered Delivery:</b> <b>First half of the total quantity to be delivered within 30 days from the issuance of Notice to Proceed and the remaining half to be delivered within from the issuance of 60 days from Notice to Proceed</b> <b>Payment terms: Immediately after the issuance of inspection and acceptance report for the complete delivery of goods.</b>		
No. Of pcs.	PRODUCT	DELIVERY SCHEDULE (After issuance of Notice to Proceed)
60 Units	<ul style="list-style-type: none"> <li>• Topology: Line Interactive with Automatic Voltage Regulation</li> <li>• Configuration: Tower</li> <li>• Connection: 5-15P</li> <li>• Wide input voltage and frequency range</li> <li>• Input voltage : 170-280V 50Hz/60Hz</li> <li>• Nominal Voltage: 220V or higher 50Hz/ 60Hz</li> <li>• Overload, Short circuit, surge, battery overcharge and over-discharge protection</li> <li>• Battery management: Permanent battery recharge, cold start</li> <li>• Fastest charging capacity</li> <li>• Ratings: 650VA/350W or higher</li> <li>• Battery: 2X12V/9aH</li> <li>• Interface: 6 5-15R sockets or higher</li> <li>• Microprocessor – based digital control</li> <li>• Warranty: 1 Year</li> </ul>	<b>(30 units)</b> 30 days  <b>(30 units)</b> 60 days  *For strict compliance.  Subject to the rules on Liquidated damages

**TECHINICAL WORKING GROUP:**

Head:

**ALMA E. DUMAGO – LATOSA**

Director II

Financial Planning and Management Service

Members:

**THOR ARTHUR B. AVILA**

Administrative Officer V

Human Resource Management and Development Division

Administrative Service

**MICHAEL M. MENDOZA**

Administrative Assistant III

Cash Section

Administrative Service