



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**

**TERMS OF REFERENCE (TOR)**

**PROCUREMENT OF BIOMETRICS FOR THE IMPLEMENTATION OF PUBLIC ATTORNEY'S OFFICE (PAO) HUMAN RESOURCE MANAGEMENT INFORMATION SYSTEM (HRMIS) PROJECT,**

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

1. The Public Attorney's Office (PAO) is authorized to procure Biometrics for the implementation of PAO HRMIS project to be charged against Agency Specific Budget, FY 2021 General Appropriation Act, R.A. No. 11518.
2. HRMIS is intended primarily for the official use of the Public Attorney's Office Human Resource Management and Development Division (HRMDD).

**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 **FIVE MILLION NINE HUNDRED SIXTY THOUSAND PESOS ONLY- (Php 5,960,000.00)**, inclusive of all taxes applicable and bank and government charges payable.

**TECHNICAL SPECIFICATION**

**Delivery: 15 to 60 calendar days after issuance of notice to proceed.  
(30 days: 200 Units; 60 days: 200 Units)**

**Payment terms: Immediately after the issuance of inspection and acceptance report for the complete delivery of goods.**

ITEM	NO. OF UNITS	MINIMUM SPECIFICATION
Biometrics	400	Multiple Verification Mode, including: <ul style="list-style-type: none"><li>• Facial recognition<ul style="list-style-type: none"><li>➢ Speed <math>\leq</math> 1s</li><li>➢ Can recognize face with or without facemask from a distance of .03M to 2M or farther</li><li>➢ Face Capacity: 3,000 or more</li></ul></li><li>• Finger scanning<ul style="list-style-type: none"><li>➢ Finger Capacity: 3,000 or more</li></ul></li><li>• RFID scanning<ul style="list-style-type: none"><li>➢ Card Capacity: 5,000 or more</li></ul></li><li>• Password</li></ul> Processor At least 900MHz Dual Core CPU or higher  Memory At least 512 RAM / 8G ROM or higher  Camera

	<p>At least 2MP WDR Low light Camera or higher</p> <p>Display At least 2.8 – inch TFT Screen or higher Adjustable LED Supplement Lighting</p> <p>Connection TCP/IP, WIFI (Optional) and USB Host Integration to Database System of the Office (LAN/VPN; MS-OS; MS ACCESS; MS-SQL)</p> <p>Working Codes:  ( EmpID [varchar()] LogDate [datetime] Logtime [datetime] InOutStatus [varchar()] Lastname [varchar()] Firstname [varchar()] Middlename [varchar()] )</p> <p>Standard functions At least ADMS, Work Code, DST, Self-service Query, Automatic Status Switch, T9 Input, Camera, at least 10-digit User ID, Multiply Verify Modes, Schedule Bell, Real Time Data transfer</p> <p>Anti-spoof ability</p> <p>Transactions 100,000 or more</p> <p>Wall mounted ready</p> <p>Backup battery Optional</p> <p>Warranty At least 18 months warranty on parts and labor</p>
--	---

**TECHINICAL WORKING GROUP:**

Head:

**(Original Signed)**

**ALMA E. DUMAGO – LATOSA**

Director II

Financial Planning and Management Service

Members:

**(Original Signed)**

**THOR ARTHUR B. AVILA**

Administrative Officer V

Human Resource Management and Development Division

Administrative Service

**(Original Signed)**

**MICHAEL M. MENDOZA**

Administrative Assistant III

Cash Section

Administrative Service