

### Department of Health Philippine Institute of Traditional and Alternative Health Care (PITAHC)



#### REQUEST FOR PROPOSAL

Date: 22 December 2023
Reference: RFP CO-23-055SVP

1. The Philippine Institute of Traditional and Alternative Health Care (PITAHC) through its Bids and Awards Committee (BAC) invites interested bidders to submit a proposal for the procurement of the items stated below with the total Approved Budget for the Contract (ABC) amounting to Nine Hundred Forty Thousand Pesos (PhP940,000.00) inclusive of VAT and other applicable taxes:

Republic of the Philippines

2.

PITAHC 2023 APP Ref	PR Number	Item Description
		PROCUREMENT OF INTERNET SWITCH, VARIOUS IT EQUIPMENT AND IT MAINTENANCE TOOLS (PER LOT BASIS)
5060405003 5020321003	23-11-0203	LOT 1: INTERNET SWITCH, 2 PIECES (ABC P 100,000.00)
	23-10-0173	LOT 2: VARIOUS IT EQUIPMENT AND IT MAINTENANCE TOOLS
	23-10-0174	(ABC P 830,000.00)
		ITEM 1: HIGH SPEED SCANNER, 1 UNIT
	23-10-0178	ITEM 2: HEAVY-DUTY COLORED 3-IN-1 PRINTER, SCANNER AND
	23-10-0179	PHOTOCOPIER, 1 UNIT
	23-10-0180	ITEM 3: DESKTOP COMPUTERS, 9 UNITS
		ITEM 4: UNINTERRUPTIBLE POWER SUPPLY, 10 UNITS
		ITEM 5: HIGH SPECIFICATION LAPTOP, 1 UNIT
	23-10-0177	
		LOT 3: VARIOUS IT MAINTENANCE TOOLS, 1 LOT
		(ABC P 10,000.00)
		(See Technical Specifications for detailed information)

- 3. Procurement shall be conducted through Small Value Procurement under Section 53.9 Negotiated Procurement as prescribed under Rule XVI- Alternative Methods of Procurement of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184, otherwise known as the "Government Procurement Reform Act".
- 4. The proposal must be duly signed by the bidder and must be submitted to the BAC Secretariat, PITAHC Building, Matapang St., East Avenue Medical Center Compound, Barangay Central, Quezon City or sent thru fax at (02) 8376-3067 or email at bac@pitahc.gov.ph. The proposal shall be received until 29 DECEMBER 2023, 11:00AM.
- 5. The bidder must **submit a copy** of the following documents, **together with the proposal**, to ensure that the said bidder is technically, legally and financially capable to undertake the proposed project:
  - a. Valid and current Mayor's/Business Permit 2023
  - b. Notarized Omnibus Sworn Statement by the prospective bidder in the new prescribed form as per GPPB Resolution No. 16-2020 (if bidding for various lots with total ABC above PhP 50,000.00)
  - Annual Business/Income Tax Returns 2022/2023 (if bidding for various lots with total ABC above PhP 500,000.00)
  - d. PHILGEPS Registration Number (to be indicated in the Price Proposal Form)
- 6. PITAHC reserves the right to waive any formality in the responses to the eligibility requirements and to this invitation. PITAHC further reserves the right to reject all proposals, or declare a failure of small value procurement, or not award the contract, and makes no assurance that the contract shall be entered into as a result of this invitation without thereby incurring any liability to the affected bidder or bidders in accordance with R.A. No. 9184 and its Implementing Rules and Regulations.
- 7. For any clarification, you may contact Mr. Louie Sibug at telephone no. (02) 8376-3067.

(Sgd.)
ATTY. CARMENCITA D. CASTRO-SANTOS
Chairperson, PITAHC BAC





#### **TERMS AND CONDITIONS**

- 1. Bidders shall provide the **correct and accurate information** required in this form.
- 2. Delivery Schedule: Lot 1: 45-60 Days from receipt of approved Purchase Order

Lot 2: 30 Days from receipt of approved Purchase Order

Lot 3: 30 Days from receipt of approved Purchase Order

- 3. Delivery Site: PITAHC Central Office
- 4. Payment Term: Lot 1: Thirty (30) Days from the date of inspection and acceptance

Lot 2: Thirty (30) Days from the date of inspection and acceptance

Lot 3: Thirty (30) Days from the date of inspection and acceptance

- 5. Price proposal must be valid for a period of **thirty (30) calendar days** from the date of submission.
- 6. Price proposal to be denominated in **Philippine Peso (PhP)**, include all taxes and duties and/or levies payable.
- 7. Proposals exceeding the ABC per lot shall be automatically rejected.
- 8. As part of the submission aside from Item No. 5 of the RFP and the Price Proposal Form, bidder shall submit a Certificate of Satisfactory Completion/Performance for those who have previous contracts with PITAHC, if applicable.
- 9. The **award of contract** shall be made to the single or lowest calculated and responsive proposal per lot, which complied with the minimum technical specifications and other terms and conditions stated herein.
- 10. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or any of his/her duly authorized representative/s.
- 11. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. PITAHC shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open.





#### PRICE PROPOSAL FORM

Date:			
The Bids and Awa PITAHC Building, I Barangay Central	Matapang Street, East Avenue Medical Cen	ter Compound,	
Sir/Madam:			
After having caref the item/s as follo	fully read and accepted the Terms and Conc ows:	ditions, I/we subm	nit our proposal for
	Item Description	Price (in PhP)	Total Price (VAT inclusive) (in PhP)
SCANNER, HEAV VARIOUS	NT OF INTERNET SWITCH, HIGH-SPEED /Y-DUTY COLORED 3-IN-1 PRINTER, AND S IT EQUIPMENT (PER LOT BASIS)  SWITCH, 2 PIECES (ABC P 100,000.00)		
COLORED 3-IN-1 PHOTOCOPIER (A ITEM 1: HIGH SPEED ITEM 2: HEAVY-DUTY PHOTOCO ITEM 3: DESKTOP CO ITEM 4: UNINTERRUI ITEM 5: HIGH SPECIFI	COLORED 3-IN-1 PRINTER, SCANNER AND PIER, 1 UNIT IMPUTERS, 9 UNITS PTIBLE POWER SUPPLY, 10 UNITS ICATION LAPTOP, 1 UNIT		
LOT 3: VARIOUS (ABC P 10,000.00	IT MAINTENANCE TOOLS, 1 LOT		
Amount in W	Vords: Lot 1 Lot 2 Lot 3		
The above-quoted Very truly yours,	price/s is/are inclusive of <b>all costs</b> and applicab	le taxes.	
Signature	:		
Printed Name	:		
Date	:		
Company Name			
	:		
PHILGEPS Registrat	ion Number:		





#### **BREAKDOWN OF PROPOSAL**

Item Description	Unit Price (in PhP)	Total Price (VAT inclusive) (in PhP)
LOT 1: INTERNET SWITCH, 2 PIECES	PhP	PhP
	TOTAL AMOUNT	
LOT 2: HIGH SPEED SCANNER AND HEAVY-DUTY		
COLORED 3-IN-1 PRINTER, SCANNER AND		
PHOTOCOPIER	PhP	PhP
ITEM 1: HIGH SPEED SCANNER, 1 UNIT		
ITEM 2: HEAVY-DUTY COLORED 3-IN-1 PRINTER,	PhP	PhP
SCANNER AND PHOTOCOPIER, 1 UNIT		
ITEM 3: DESKTOP COMPUTERS, 9 UNITS	PhP	PhP
ITEM 4: UNINTERRUPTIBLE POWER SUPPLY, 10 UNITS	PhP	PhP
ITEM 5: HIGH SPECIFICATION LAPTOP, 1 UNIT	PhP	PhP
	TOTAL AMOUNT	
LOT 3: VARIOUS IT MAINTENANCE TOOLS, 1 LOT	PhP	PhP
	TOTAL AMOUNT	





### **TECHNICAL SPECIFICATIONS COMPLIANCE (LOT 1)**

Tachwinal Charifications	Compliance to Technical Specifications (Check the corresponding box)			
Technical Specifications	Compliant	Non-Compliant	Remarks: (Counter Specs Offer)	
INTERNET SWITCH, <u>2 PIECES</u>	Yes ( )	No ( )		
1 PIECE - Internet Switch	Yes ( )	No ( )		
SPECIFICATIONS:				
Interfaces: 24 x 10/100/1000BASE-T PoE ports; 4 x Combo 10/100/1000BASE-T/SFP ports				
Switching Capacity: 56 Gbps				
MAC Address Table Size: 8K				
Max. Packet Forwarding Rate: 41.7 Mpps				
Packet Buffer Size: 4.1MBits				
PoE Budget: 370 W				
VLAN: 802.1Q, VLAN Group, Max. 256 static VLAN groups, Asymmetric VLAN, Auto Voice VLAN, Auto Surveillance VLAN				
Flash Memory Size: 32 MB				
DRAM Size: DDR3 128MB				
1 PIECE - Internet Switch	Yes ( )	No ( )		
SPECIFICATIONS:				
Input voltage: 100 - 127 / 200 - 240 VAC				
Ports: 24 RJ-45 10/100/1000 ports, 4 SFP 1/10GbE ports				
Switching capacity: At least 128 Gbps				
Throughput: 95.23 Mpps, maximum				
Memory and processor: ARM Cortex-A9 @ 800 MHz 512 MB SDRAM, 256 MB flash 1.5 MB packet buffer				
PoE capability: At least 19 W Class 4				
Delivery Schedule: 45-60 Days from receipt of approved Purchase Order	Yes ( )	No ( )		
Delivery Site: PITAHC Central Office	Yes ( )	No ( )		





<ul> <li>Terms of Payment: Thirty (30) Days from the date of inspection and acceptance</li> </ul>	Yes ( )	No ( )	
<ul> <li>As part of the submission aside from Item No. 5 of the RFP and the Price Proposal Form, bidder shall submit a Certificate of Satisfactory Completion/Performance for those who have previous contracts with PITAHC, if applicable.</li> </ul>	Yes ( )	No ( )	N/A ( )

Conforme:		
Name of the Authorized Representative And signature	Name of Company	Date





### **TECHNICAL SPECIFICATIONS COMPLIANCE (LOT 2)**

Technical Specifications	Compliance to Technical Specifications (Check the corresponding box)		
,	Compliant	Non-Compliant	Remarks: (Counter Specs Offer)
ITEM 1: HIGH SPEED SCANNER, 1 UNIT	Yes ( )	No ( )	
Type: Receipt, Sheetfed			
Resolution: 600 dpi or more			
Interface Type: USB 2.0, 3.0 or higher			
Max Supported Document Size: 8.5 in x 118 in			
Input Type: Color			
Automatic Duplexing: Yes			
Grayscale Depth (External):			
- 8-bit (256 gray levels)			
Color Depth (External):			
- 24-bit (16.7 million colors)			
Scanning Sensor Type: Contact Image Sensor (CIS)	Yes ( )	No ( )	
Max Document Scan Speed B/W: 40 ppm or higher			
Max Document Scan Speed Color: 30 ppm or higher			
Daily duty cycle: 4000 scans per day			
Scanner Speed Details: 40 ppm – black&white 80 ipm – duplex – black&white 30 ppm – color 60 ipm – duplex – color 40 ppm – greyscale 80 ipm – double-sided – greyscale			
Supported Document Type:			
Plain paper, business card, photo, receipts, reports, contracts			
Document Feeder Type: Manual, automatic			
Feeder Capacity: 60 sheets			
Software Included: Drivers & utilities			
Delivery Schedule: 30 Days from receipt of approved Purchase Order	Yes ( )	No ( )	
Delivery Site: PITAHC Central Office	Yes ( )	No ( )	





<ul> <li>Terms of Payment: Thirty (30) Days from the date of inspection and acceptance</li> </ul>	Yes ( )	No ( )	
As part of the submission aside from Item No. 5 of the RFP and the Price Proposal Form, bidder shall submit a Certificate of Satisfactory Completion/Performance for those who have previous contracts with PITAHC, if applicable.	Yes ( )	No ( )	N/A ( )

Technical Specifications	Compliance to Technical Specifications (Check the corresponding box)		
	Compliant	Non-Compliant	Remarks: (Counter Specs Offer)
ITEM 2: HEAVY-DUTY COLORED 3-IN-1 PRINTER, SCANNER AND PHOTOCOPIER, 1 UNIT	Yes ( )	No ( )	
Ink - Laser Ink Toner - Provision of one (1) set of toner Installed in the printer	Yes ( )	No ( )	
Connections: USB: USB 2.0 LAN: Yes (10Base-T/100Base-TX) WIRELESS LAN: IEEE 802.11b/g/n; EEE 802.11g/n (Wi-Fi Direct™) NFC: Yes	Yes ( )	No ( )	
<b>Printer Type:</b> Laser Printer, Scan, Copy, Fax with ADF Color LED Printer	Yes ( )	No ( )	
Print Speed: Up to 24/25 ppm (A4/LTR)	Yes ( )	No ( )	
Paper Compartment: 1/2 Trays (1 A4/Folio, 1 A4, 1 Folio)	Yes ( )	No ( )	
Max Capacity: 100-150 sheets (80 gsm plain paper)	Yes ( )	No ( )	
<ul> <li>Delivery Schedule: 30 Days from receipt of approved Purchase Order</li> </ul>	Yes ( )	No ( )	
Delivery Site: PITAHC Central Office	Yes ( )	No ( )	
Terms of Payment: Thirty (30) Days from the date of inspection and acceptance	Yes ( )	No ( )	
<ul> <li>As part of the submission aside from Item No. 5 of the RFP and the Price Proposal Form, bidder shall submit a Certificate of Satisfactory Completion/Performance for those who have previous contracts with PITAHC, if applicable.</li> </ul>	Yes ( )	No ( )	N/A ( )



### Department of Health Philippine Institute of Traditional and Alternative Health Care (PITAHC)

Republic of the Philippines



#### **Compliance to Technical Specifications** (Check the corresponding box) **Technical Specifications** Compliant **Non-Compliant Remarks:** (Counter Specs Offer) **ITEM 3: DESKTOP COMPUTERS, 9** Yes ( ) No ( ) **UNITS SPECIFICATIONS** Intel Core i5-12400 Processor Processor 18M Cache, up to 4.40 GHz; Intel H610 Express Motherboard Chipset System Memory: 8GB DDR4 3200MHz System Memory Memory (supports up to 64GB of system memory) 256GB M.2 NVME SSD Storage 1TB SATA Hard Disk Drive Dedicated 2GB nVidia **Graphics Card** GeForce GT710 Chassis Compact Form Factor Yes ( ) No ( ) At least 350Watts **Power Supply Energy Efficient Power** Supply At least 24-inch 75Hz Monitor IPS Monitor (same brand as CPU) Ergonomic Design USB **Keyboard and Optical** Keyboard and Mouse Mouse Combo with Mousepad (same brand) 2x Super Speed USB 3.0 front and Two USB 3.1 Gen 1 Rear ports; Built-in Peripheral Four USB 2.0 Rear Interfaces Ports VGA Port and HDMI Port: PS2Port. Audio Ports, Gigabit **Network Port** Gigabit LAN 10/100/1000 Mb/s; Intel Dual Band Wi-Fi 6 Communication AX201 2x2 AX + Bluetooth 5.2 Microsoft Windows 11 **Operating System** Professional Microsoft Office Home and Student 2021 Office Productivity (Word, Excel, and PowerPoint) 3 Years Warranty on Warranty Parts and Labor 3 Years Next Business Day Onsite **Protect Your** Investment: Phoenix UPS UA650 (650VA/360W, 5-15 min ADDITIONAL REQUIREMENTS The Brand Manufacturer must be an ISO No ( ) Yes ( ) 9001:2015.for the past 10 Years (submit a copy during the bid submission)





The Brand Manufacturer must be an ISO 14001:2015. (submit a copy during the bid submission) The Brand must be in the Philippine market for more than Fifteen (15) years. (submit a certification form the Brand Manufacturer during the bid submission)			
Manufacturer Certificate and Warranty Certificate from the brand manufacturer Certification that the bidder employs at least 3 certified technicians from the offered brand.	Yes ( )	No ( )	
WARRANTY REQUIREMENTS			
Three (3) years warranty parts, labor and on-site is required on all delivered goods and shall take effect upon issuance of Certificate of Final Acceptance.	Yes ( )	No ( )	
TECHNICAL SUPPORT			
The Brand Manufacturer must have a Helpdesk Support System in place to accommodate Technical request of the end-users. Helpdesk system must have the following:  Must provide ticket for each technical request or issues and must provide status report until resolution.  Must support notification for technical support via telephone, email and web Four (4) hours of response time upon notification of service repair 4	Yes ( )	No ( )	
<ul> <li>Delivery Schedule: 30 Days from receipt of approved Purchase Order</li> </ul>	Yes ( )	No ( )	
Delivery Site: PITAHC Central Office	Yes ( )	No ( )	
<ul> <li>Terms of Payment: Thirty (30) Days from the date of inspection and acceptance</li> </ul>	Yes ( )	No ( )	
<ul> <li>As part of the submission aside from Item No. 5 of the RFP and the Price Proposal Form, bidder shall submit a Certificate of Satisfactory Completion/Performance for those who have previous contracts with PITAHC, if applicable.</li> </ul>	Yes ( )	No ( )	N/A ( )

Technical Specifications	Compliance to Technical Specifications (Check the corresponding box)		
	Compliant	Non-Compliant	Remarks: (Counter Specs Offer)
ITEM 4: UNINTERRUPTIBLE POWER			
SUPPLY, 10 UNITS	Yes ( )	No ( )	
Main Input Voltage: 230V			
Main Output Voltage: 230V			
Rated power in W: 360W	Yes ( )	No ( )	
Rated power in VA: 650 VA			
Input Connection Type: NEMA 5-15P			





#### Battery Type: Lead-Acid Battery Battery Charge Time: 8hours Network Frequency: 50/60 Hz +/- 3Hz autosensing Input Voltage Limits: 140...300 V UPS Type: Line Interactive Warranty: At least 1 year warranty on both parts and service" Yes ( ) No() Delivery Schedule: 30 Days from receipt of approved Purchase Order Yes ( ) No() Delivery Site: PITAHC Central Office Yes ( ) No() Terms of Payment: Thirty (30) Days from the date of inspection and acceptance As part of the submission aside from Item No. 5 of the RFP and the Price Proposal Yes ( ) No() N/A ( ) Form, bidder shall submit a Certificate of Satisfactory Completion/Performance for those who have previous contracts with PITAHC, if applicable.

Technical Specifications		Compliance to Technical Specifications (Check the corresponding box)		
		Compliant	Non-Compliant	Remarks: (Counter Specs Offer)
ITEM 5: HIGH SPEC	CIFICATION LAPTOP,			
1 UNIT		Yes ( )	No ( )	
SPECIFICATION OPERATION OF SPECIFICATION	Windows 11 64Bit at least 8-core/16- thread, 20MB cache, up to 4.0 GHz max boost or higher 4GB GDDR6 or higher at least 15.6" IPS FHD 144HZ or higher	Yes ( )	No ( )	
Memory: Storage: I/O Ports:	8GB DDR4 or higher 512GB SSD or higher * 3.5mm Combo Audio Jack * HDMI * USB 3.2 Gen 1 Type-A * USB 3.2 Gen 2 Type-C			





Keyboard & Touchpad:	Backlit Keyboard			
Audio:	Speaker system			
Network and Communication:	At least Wi-Fi 6 + Bluetooth® or equivalent			
Battery:	at least 50WHrs, 4SIP, 4-cell Li-ion or Higher			
Accessory:	Laptop Bag and Wireless Mouse			
Software:	MS Office			
Warranty:				
At least 1 year warranty on both parts and service		Yes ( )	No ( )	
<ul> <li>Delivery Schedule: 30 Days from receipt of approved Purchase Order</li> </ul>		Yes ( )	No ( )	
Delivery Site: PITAHC Central Office		Yes ( )	No ( )	
<ul> <li>Terms of Payment: Thirty (30) Days from the date of inspection and acceptance</li> </ul>		Yes ( )	No ( )	
<ul> <li>As part of the submission aside from Item No. 5 of the RFP and the Price Proposal Form, bidder shall submit a Certificate of Satisfactory Completion/Performance for those who have previous contracts with PITAHC, if applicable.</li> </ul>		Yes ( )	No ( )	N/A ( )
Conforme:				
Name of the Autho	rized Representative	e Nan	ne of Company	Date





### **TECHNICAL SPECIFICATIONS COMPLIANCE (LOT 3)**

Technical Specifications	Compliance to Technical Specifications (Check the corresponding box)		
	Compliant	Non-Compliant	Remarks: (Counter Specs Offer)
VARIOUS IT MAINTENANCE TOOLS, 1 LOT	Yes ( )	No ( )	
Requirements:			
1 unit of 12 Liters Vacuum Cleaner			
* 220V	Yes ( )	No ( )	
* 1200 W			
1 unit of RJ45 Network Cable Tester for LAN			
1 unit of Network Cable Flier Tool			
* Crimper,cutter,stripper			
* RJ45 crimp tool			
100 meters UTP Cable			
<ul> <li>Delivery Schedule: 30 Days from receipt of approved Purchase Order</li> </ul>	Yes ( )	No ( )	
Delivery Site: PITAHC Central Office	Yes ( )	No ( )	
<ul> <li>Terms of Payment: Thirty (30) Days from the date of inspection and acceptance</li> </ul>	Yes ( )	No ( )	
<ul> <li>As part of the submission aside from Item No. 5 of the RFP and the Price Proposal Form, bidder shall submit a Certificate of Satisfactory Completion/Performance for those who have previous contracts with PITAHC, if applicable.</li> </ul>	Yes ( )	No ( )	N/A ( )
Conforme:  Name of the Authorized Representative And signature	 e Nam	e of Company	Date