



Republic of the Philippines
OFFICE OF THE OMBUDSMAN
Office of the Deputy Ombudsman for the Military
and Other Law Enforcement Offices
Agham Road, Diliman, Quezon City, 1104

MEMORANDUM

FOR : **HON. CYRIL E. RAMOS**
Deputy Ombudsman, MOLEO

THRU : **BIDS AND AWARDS COMMITTEE**

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FROM : **THE TECHNICAL WORKING GROUP**

DATE : **19 March 2015**

SUBJECT : **PROPOSED TECHNICAL SPECIFICATIONS FOR THE
PROCUREMENT OF SIX (6) UNITS DESKTOP
COMPUTERS, TWO (2) UNITS LAPTOP COMPUTERS
AND THREE (3) UNITS LASERJET PRINTERS**

The OMB-MOLEO intends to procure six (6) units of Desktop Computers, two (2) units Laptop Computers and three (3) units Laserjet Printers, all brand new.

In arriving at the technical specifications for the computers and printers, the undersigned members of the Technical Working Group (TWG) took note of the following factors, to wit:

- a. The purpose/s for which the items are to be used;
- b. Functional efficiency and hardware performance;
- c. Maintenance expenses and the availability and cost of service repairs; and
- d. Compatibility and homogeneity to the existing IT Equipment.

To meet the above considerations, the TWG submits the following proposal for the generic technical specifications of the computers and printers to be procured.

DESKTOP PERSONAL COMPUTER (Desktop Computer, Uninterruptible Power Supply (UPS) and Software/Licenses)
DESKTOP COMPUTER
<i>Manufacturer's Certification:</i> ISO 9001 compliant for at least 10 years
<i>Brand:</i> All external components (e.g. ATX casing/System Unit Small Form factor (SFF), display, keyboard, mouse) are of the same brand
<i>Chassis/Casing:</i> Small Form Factory category with volume not exceeding 13 liters.
<i>Processor:</i> At least 3MB cache, 3.30 GHz clock speed base frequency (current or latest generation / release with simultaneous multi-threading / multi-core technology) or better performance. With integrated DDR3 memory controller (1600 MHz or higher)
<i>Chipset:</i> Same brand with processor
<i>Memory slots:</i> 4DIMM
<i>Memory:</i> At least 4 GB DDR3, PC3-12800 1600 MHz, (2 x 2GB) two memory module
<i>Storage:</i> At least 500 GB SATA HDD at 7200rpm
<i>Optical Drive:</i> SuperMulti DVD Writer or latest
<i>Display:</i> At least 18.5" Widescreen LED display monitor with VGA and DVI or equivalent port/input
<i>Audio:</i> Integrated high definition with internal speaker
<i>Ports and connectors:</i> At least: 6 x USB 2.0 or latest, 4 x USB 3.0, Gigabit Ethernet, (1) VGA port, DVI / equivalent port, two (2) PS/2 (for mouse & keyboard)
<i>Expansion slots (available slots):</i> at least 1 slot – PCI-Express x 16 at least 3 slots – PCI-Express x 1
<i>Security features:</i> USB port enable/disable; Power-On password; Setup password; Trusted Platform Module (TPM) 1.2 compliant (hardware chip); chassis intrusion switch and lock (OEM)
<i>Peripherals:</i> USB Keyboard, USB Optical scroll mouse
<i>Accessories:</i> Recovery media, drivers and utilities, Power cables (Phil. Standard for Monitor and System Unit), VGA and DVI/equivalent cable, manual
<i>Warranty:</i> At least three (3) years next day on-site (NDOS) warranty on-site warranty on parts and labor including peripherals (mouse & keyboard) (3y/3y/3y). (Manufacturer Standard Warranty of 3 years)
UNINTERRUPTIBLE POWER SUPPLY (UPS)
<i>Manufacturer's Certification:</i> ISO 9001 compliant for at least 10 years
<i>Technology/method:</i> Line-interactive / on-line
<i>Output power capacity:</i> 650 VA / 390w or higher
<i>Output Connections:</i> at least three (3) battery-backed outlet and at least one (1) surge protection only outlet.
<i>Features:</i> with AVR function (Boost and buck AVR for voltage stabilization), resettable circuit breaker, overload protection and alarm, USB Communication interface with software.
<i>Battery:</i> Sealed, non-spillage, maintenance-free, with 5 years typical lifetime
<i>Accessories / Other Requirement:</i> Input power cable (Phil. Standard) and if output connections/port are not Phil. Standard (NEMA 1 /NEMA 5), additional two (2) output power cables are required and to be supplied to connect the UPS

DESKTOP PERSONAL COMPUTER (Desktop Computer, Uninterruptible Power Supply (UPS) and Software/Licenses)
to computer system (system unit, monitor).
<i>Warranty:</i> At least two (2)-years next business day on-site (NBDOS) warranty on parts and labor including battery (Manufacturer standard warranty of 2 years)
SOFTWARE / LICENSES
<i>Operating System (default) & Office Suite:</i> Licensed and latest version/release for business or government enterprise, compatible with the existing Windows system, with media kit. With certification from the software manufacturer / developer or thru its authorized distributor as to the authenticity of the genuine software
<i>Antivirus:</i> Licensed and latest version/release for business or government enterprise, compatible with the existing anti-virus, endpoint protection and security system, with at least 3-year subscription (renewable) (Note: Enterprise networked or managed edition/version with management software, if needed)
OTHER REQUIREMENTS
<ul style="list-style-type: none"> • All equipment and components should be branded (not clone or assembled) and brand new. • Availability of parts in local market by local distributor. • The supplier must have been in IT business for at least three (3) years and is an authorized partner/reseller of the product/unit being offered. • All software to be delivered / installed must have Manufacturer's Certification and Proof that product licenses are genuine and acquired from legitimate distributor (e.g. Certification of Authenticity, Proof of Purchase, Paper License, Certification from authorized distributor). • For 500GB HDD: Installation of default OS on 250GB partition (50%). Installation of latest (long-term support [LTS]) version of Ubuntu Linux on 50GB partition for a dual boot system. Allotment of 8GB for SWAP; and the remaining partition for data files (NTFS). Installation of latest and stable release of LibreOffice for Windows in the default system partition. • Software must be pre-installed, pre-activated and updated. With recovery CD for every unit. • Includes delivery, deployment, hardware setup, installation and configuration, and integration with the existing system, and testing of I.T. equipment in Quezon City. • No installation of trial version, evaluation copy, and time-limited software, unauthorized/inappropriate licenses and counterfeit products. • Deactivation of unnecessary applications that affect CPU performance as determined by the Office.
AFTERSALES SUPPORT AND SERVICE
<ul style="list-style-type: none"> • <i>Under warranty coverage:</i> If unit is unrepairable within 24 hours, a free service backup unit (1:1) of the same or higher specification must be provided by the supplier until defective unit is considered repaired. • With official website and capable of receiving request for technical support/service by phone and by official corporate email account. • Monday to Friday, office hours technical support and service. • With Customer Service division/section of at least 3 years of experience

DESKTOP PERSONAL COMPUTER (Desktop Computer, Uninterruptible Power Supply (UPS) and Software/Licenses)
<p>in IT business and after-sales service and support.</p> <ul style="list-style-type: none"> • Capable of providing technical service/assistance within 24 hours OR next business day on-site (NBDOS) service warranty. • With reliable ticketing/monitoring system/procedure capable of monitoring all received service request based on issued report/incident number for proper monitoring and tracing.

BUSINESS LAPTOP/NOTEBOOK COMPUTERS (Portable)
<i>Manufacturer's Certification:</i> ISO 9001 compliant for at least 10 years.
<i>Processor:</i> at least 1.9 GHz clock speed base frequency with turbo boost up to 2.9 GHz, 3MB shared L3 cache (current or latest generation/release with simultaneous multi-threading/multi-core technology) or better performance
<i>Memory:</i> At least 4 GB 1333 MHz DDR3 memory
<i>Storage:</i> At least 500GB 7200RPM SATA HDD
<i>Chipset:</i> Same as processor
<i>Graphics and Video Support:</i> At least with high definition with VGA output, mini display port with audio
<i>Display:</i> At least 12.5-inch HD LED backlit (or higher technology)
<i>Interface:</i> With at least: 2 x USB 3.0; Ethernet, Multicard reader slot, 3.5 mm stereo audio port, fingerprint reader
<i>Wireless LAN:</i> 802.11 b/g/n with Bluetooth 4.0
<i>Keyboard:</i> Full size, spill-resistant with multi-touch pad
<i>Audio:</i> Built-in HD stereo speakers and built-in microphone
<i>Battery:</i> At least 6-cell Lithium-Ion (more than 75whr)
SOFTWARE / LICENSES
<i>Operating System (default) & Office Suite:</i> Licensed and latest version/release for business or government enterprise, compatible with the existing Windows system. With certification from the software manufacturer/developer or thru its authorized distributor as to the authenticity of the genuine software.
<i>Antivirus:</i> Licensed and latest version/edition/release for business or government enterprise, compatible with the existing antivirus, endpoint protection and security system, with at least 3-year subscription (renewable) <i>(Note: Enterprise networked or managed edition/version with management software and server, if needed)</i>
<i>Casing material:</i> At least made of industrial-grade durable and light-weight carbon fiber, magnesium
<i>Weight and thickness:</i> Less than 1.5 kg (with battery) and not more than 0.8" thickness
<i>Accessories / other features (all OEM/same brand):</i> <ul style="list-style-type: none"> • External Optical Disk Drive • AC Adapter with power cord (Philippine Standard) • Optical mouse • Carry case/bag
OTHER REQUIREMENTS

BUSINESS LAPTOP/NOTEBOOK COMPUTERS (Portable)
<ul style="list-style-type: none"> • All equipment and components should be original, branded (not clone or assembled) and brand new • Availability of parts and consumables in local market by local distributor • With at least 3-Years on-site warranty on parts and labor • Includes hardware setup, installation, configuration; • Included software (OS and Office Suite) must be pre-installed, pre-activated and updated; • No installation of trial version, evaluation copy, and time-limited software; • Deactivation of unnecessary applications that affect CPU performance as determined by the Office; • The supplier must have been in IT business for at least five (5) years and is an authorized service partner and reseller of the product/unit being offered.
AFTERSALES SUPPORT AND SERVICE
<ul style="list-style-type: none"> • Monday to Friday, office hours technical support/ after sales service • With Customer Service division/section of at least 5 years experience in IT business and after-sales service and support. • With official website and capable of receiving request for technical support / service by phone and by official corporate email account. • Capable of providing technical service/assistance within 24 hours OR next business day on-site (NBDOS) warranty. • With reliable ticketing/monitoring system/procedure capable of monitoring all received service request based on issued report/incident number for proper monitoring and tracing. • Under warranty coverage: If unrepairable within 24 hours, a free service backup unit (1:1) of the same or higher specification must be provided by the supplier until defective unit is considered repaired.

LASER PRINTERS (Basic)
<i>Manufacturer's Certification:</i> ISO 9001 compliant for at least 10 years
<i>Print technology/ method:</i> Laser
<i>Memory:</i> 2 MB or higher
<i>Print quality (best):</i> Up to 600x600 dpi or higher
<i>Processor:</i> 266 Mhz or higher
<i>Speed:</i> 18 ppm or higher
<i>Monthly Duty Cycle:</i> 5,000 pages per month (A4) or higher
<i>Input capacity:</i> 150-sheet input tray
<i>Output Capacity:</i> 100-sheet or higher
<i>First Page Out (ready):</i> as fast as nine (9) seconds or faster
<i>Interface:</i> At least USB 2.0 or latest
<i>Paper Size:</i> For at least: Letter, A4, Executive, Legal, A5, Envelope, 8.5"x13"
<i>Compatible operating systems:</i> For 32 and 64 bit: Microsoft® Windows® XP

LASER PRINTERS (Basic)
Home, Vista, XP Professional, Windows 7, Windows 8, Mac OS, Linux
<i>Toner page yield:</i> With standard page yield of at least 1,600 pages or higher
<i>Features:</i> Energy Star qualified, with auto-on, auto-off/standby and auto sleep capability/function, Photo-conductive drum unit and toner in one cartridge/incorporated
<i>Accessories:</i> Power Cable (Phil. Standard), USB Cable, toner cartridge with incorporated drum unit, Driver and User Manual
OTHER REQUIREMENTS
<ul style="list-style-type: none"> • All equipment and components should be original, branded (not clone or assembled) and brand new • Availability of parts and consumables in local market by local distributor • At least one (1) year next business day on-site (NBDOS) warranty on parts and labor • Includes hardware setup, installation, configuration and warranty maintenance, if needed • The supplier must have been in IT business for at least five (5) years and is an authorized service partner and reseller of the product/unit being offered. • Delivery period within 30 days upon receipt of Purchase Order
EQUIPMENT AFTER SALES SUPPORT
<ul style="list-style-type: none"> • Monday to Friday, office hours technical support/ after sales service • With Customer Service division/section of at least 5 years experience in IT business and after-sales service and support. • With official website and capable of receiving request for technical support / service by phone and by official corporate email account. • Capable of providing technical service/assistance within 24 hours OR next business day on-site (NBDOS) warranty. • With reliable ticketing/monitoring system/procedure capable of monitoring all received service request based on issued report/incident number for proper monitoring and tracing.

The budget for the contract (ABC), upon cost verification from the OMB – Central Office, is recommended at Four Hundred Ninety-Six Thousand and Five Hundred Pesos (Php 496,500.00), detailed as follows:

RECOMMENDED BUDGET FOR THE CONTRACT (in Php)			
Items	Units	Unit Cost	Total Cost
Desktop Personal Computers	6	60,000.00	360,000.00
Business Laptop/Notebook Computers	2	60,000.00	120,000.00
Laser Printers	3	5,500.00	16,500.00
TOTAL			496,500.00

Since the procurement of IT Equipment is not available in the Procurement Service, and the amount involved does not exceed the threshold prescribed in Annex "H" of the IRR of RA 9184, the TWG recommends that the mode of procurement to be employed is *Shopping* pursuant to Section 52.1. (b) of the same Procurement Law.

WHEREFORE, it is most respectfully recommended that the technical specifications, the Approved Budget for the Contract, and the Mode of Procurement described above be **APPROVED**.

Respectfully Submitted.

TECHNICAL WORKING GROUP

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RECOMMENDING APPROVAL:

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TED EMMANUEL M. LOREZCO
Member

NENITA A. DELA CRUZ
Member

CHRISTIAN V. YAP
Member

MARIA TERESA L. LEE-RAFOLS
Vice-Chariman

DENNIS L. GARCIA
Chairman

APPROVED/DISAPPROVED:

CYRIL E. RAMOS
Deputy Ombudsman for the Military
and Other Law Enforcement Offices