



**TERMS OF REFERENCE
for
SUPPLY AND DELIVERY OF TWENTY-FIVE (25) UNITS
LAPTOP AND ALL REQUIRED ACCESSORIES**

A. Overview

Laptops are necessary for Project Personnel for conducting Troubleshooting and Maintenance in the field as part of the deliverables of the Optimization Project. Several software are being used to program the Advanced Remote Data Acquisition Unit (ARQ) which is the microcontroller for all automated Hydromet Devices developed by ASTI. Other functions of the proposed acquisition of laptop is for processing of water assessment levels using CAD software, post-processing of GNSS data and monitoring website development.

B. Approved Budget for the Contract

The approved budget for the said item is One Million Three Hundred Fifteen Thousand Pesos only (PhP 1,315,000.00).

C. Qualifications of Bidder

The complete requirements for a prospective bidder to qualify may be referred to in Section II Instructions to Bidders; the Bid Data Sheet; and the Checklist of Eligibility and Technical Requirements of the Bidding Documents. Specific mentions herewith are the following:

1. Prospective bidders who are not manufacturers or producers and acting merely as suppliers, distributors and the like of the goods and services that is subject of this bidding must be duly authorized by the manufacturer or producer of the goods and services and must be able to show valid proof of such authorization during the opening of bids (See manufacturer's certificate form);
2. Prospective bidders shall have the technical and financial capability as well as qualified technical personnel necessary to deliver the goods and services required for the project, if awarded the contract.

D. Period and Place of Delivery

The winning bidder shall supply, deliver and test the equipment within thirty (10) calendar days commencing from the date of receipt of the Notice to Proceed (NTP). Delivery will be at 2nd Flr., Hydrometeorology Division, PAGASA WFFC Bldg., BIR Rd., Diliman, Quezon City



E. Bid Proposal Contents

The prospective bidder is expected to comply and respond accordingly to the specific instructions and submit all the documentary requirements under the Checklist of Eligibility, Technical and Financial Requirements. The submission of the requirements must be properly arranged in order and with label, using only the prescribe forms.

The prospective bidder shall respond paragraph by paragraph and shall clearly indicate compliance to all the required specifications (*Please see Section VII. Compliance Matrix*) and shall specify the number of days or schedules within which to complete the delivery of all the goods required (*Please see Section VI Schedule of Requirements*).

It is likewise expected that the prospective bidders shall include in its submission the following documents:

1. The original descriptive literatures and unaltered brochures of all equipment/materials to be supplied.
2. Engineering Drawings and Diagrams submit detailed methodology of installation of the equipment with their corresponding system and network diagrams; and
3. List: The list of equipment to be supplied and breakdown of their corresponding prices using the required bidding forms (Please refer to Financial Component).

These details will enable the **PAGASA-Bids and Awards Committee** to fully evaluate and determine the bidder's compliance with the requirements of the project.

On the other hand, should there be any material and/or activities needed which were not specified or mentioned herein but are necessary to complete the project, the winning bidder shall immediately inform the end-user of the project for immediate action.

F. Technical Specifications

1. Laptop (25 pcs)
 - a. Processor: Intel i5 9300H Processor
 - b. Operating System: Windows 10 Pro
 - c. Chipset: Intel HM370 Express Chipset
 - d. Memory: 8GB onboard memory, up to 16 GB
 - e. Display: 15.6" (16:9) LED-Backlit FHD (1920x1080) 60 Hz Anti-Glare Panel with 45% NTSC
 - f. Graphic: NVIDIA Geforce GTX1650 with 4GB GDDR5 VRAM
 - g. Storage: 512 GB PCIe Gen3 x2 SSD with possible Dual HDD support
 - h. Keyboard: Illuminated chiclet keyboard
 - i. Card Reader: multi-format card reader
 - j. Webcam: HD Webcam



- k. Networking: Integrated Wifi 5 (802.11 ac), Bluetooth 5.0
- l. Interface: 1 x combo audio jack, 1 x type-C USB 3.0(USB 3.1 Gen 1), 1 x USB 3.0 port(s) Type A, 2 x USB 2.0 port(s), 1 x HDMI, 1 x Fingerprint reader (optional)
- m. Battery: 3-Cell 42 Wh Polymer Battery
- n. Power Adapter: Plug Type: 04 (mm), output: 20VDC, 7.5A, 150W; Input: 100-240V AC, 50/60Hz Universal
- o. Dimensions: 359x248x21.9 mm (WxDxH)
- p. Weight: 1.8kg - 2.1kg
- q. Certificates: UL, MIC, CE Marking Compliance, FCC Compliance, BSMI, Australia C-TICK / NZ A-Tick Compliance, CCC, GOST-R, CB, Energy Star, IDA
- r. Warranty: 1-year supplier warranty

FEATURES:

- i. Dual Fan Cooling System
- ii. Harman Kardon Audio

- 2. Wired Optical Mouse (25 pcs) - Connectivity: USB; Buttons: w/ scroll button and double click
- 3. Mousepad (25 pcs) - ergonomic design with gel wrist support
- 4. Laptop Bag (25 pcs) - for 15.6" laptop with padded interior

G. Warranties / After Sales Support

- 1. The winning bidder warrants that it shall strictly conform to all the Terms and Condition of the Contract, including this Terms of Reference (TOR).
- 2. All workmanship, materials and equipment shall be warranted by the supplier for a period of one (1) year commencing from the date of acceptance. The warranty shall include:
 - Technical assistance when summoned to by the end-user regarding the delivery items.
 - Immediate replacement of the defective item/s, in any case of malfunctions during the warranty period.
- 3. While the equipment is undergoing repair, a spare unit shall be made available to PAGASA to maintain the continuous operation of the system. Repair of the defective materials or equipment shall be permitted provided that the repaired item meets original specifications.