



TERMS OF REFERENCE
FOR THE SUPPLY, DELIVERY, AND TESTING OF
VARIOUS ICT EQUIPMENT

I - INTRODUCTION

1. The DOST through its GIA-funded project, “*AI-Powered Weather Forecasting for a Resilient Philippines (AI-4RP) Project*”, provided to DOST-PAGASA the budget to purchase equipment outlay to cater to the needs of the eight (8) project personnel to support improved communication and collaboration, allowing them to work together effectively to meet the project goals. Specifically, 2 of the five (5) desktops shall be installed at the Operations (*Weather Division and Hydro-Meteorology Division*) to utilize primarily for the operational forecasters to exclusively access the AI model products in support of day-to-day operations on weather and flood forecasting.

2. The Approved Budget for the Contract (ABC) is distributed as follows:

Lot A: Five Hundred Thousand Pesos (₱ 500,000.00);

Lot B: Three Hundred Twenty Thousand Pesos (₱ 320,000);

Lot C: Three Hundred Thousand Pesos (₱ 300,000.00);

The total ABC for the project is **ONE MILLION ONE HUNDRED TWENTY THOUSAND** pesos (₱ 1,120,000.00) only inclusive of all government taxes and other applicable charges.

3. **Bid Validity** – The bid shall remain valid for a period of one hundred twenty (120) days from the date of opening of bids.

4. **Place and Delivery Period** - The winning bidder shall complete the supply and delivery of the goods / equipment at the **PAGASA, Science Garden Compound, Senator Miriam P. Defensor-Santiago Avenue, Barangay Central, Quezon City, Metro Manila, Philippines 1100**, within **30 calendar days** from the date of issuance of the Notice to Proceed.

5. **Warranty** – One (1) year warranty on hardware parts and service, 24x7 technical support, either by email or phone.

6. **Technical Specifications** - The winning bidder shall supply, deliver, and test the deliverable equipment with the following minimum specifications or higher or better:

Lot A. Supply, Delivery and Testing of 5 units Desktop Computer with Accessories

CPU	: 13th gen, Intel i5
GPU	: at least 8 GB VRam, with CUDA Support
RAM	: at least 16 GB DDR4
Storage	: at least 1TB NVMe
Accessories	: Keyboard, Mouse
Monitor	: At least 24 inches LED w/ Display Cable (HDMI)



UPS : 650VA
Others : Software and License (Windows 11 Operating System, MS Office 2021) and include standard warranty

Environment: with Eco labels such as but not limited to Energy Star, EPEAT, TCO, 80 Plus, and CEC Environmental Protection. The supplier shall submit a copy of certification for this purpose.

Lot B. Supply, Delivery and Testing of 4 units Laptop Computer with Accessories

CPU : 11th gen, Intel i7
RAM : at least 16 GB DDR4
Storage : at least 512 GB NVMe SSD
Screen Reso : Full HD (1920x1080)
Screen Size : at least 14 inches
Accessories : laptop bag & accessories kit [charger, mouse (wireless)]
Others : installed Lifetime Software License (MS Office 2021, Windows 11 Operating System) and include standard warranty

Lot C. Supply, Delivery and Testing of Network Attached Storage

Description : Hot Swappable
Form Factor : Desktop
Number of Bays : 12
Memory : at least 4 GB DDR4
HDD : 6 units of 8TB minimum, 7200 RPM, NAS grade SATA HDD
Others : UPS 650VA minimum, include standard warranty

Notes:

1. Provision of a (a) license certificate or equivalent certification; (b) a license key; and (c) a manual or instructions to download, install, and activate the Windows Operating System and Microsoft Office 2021.
2. The end-user must be able to test the equipment without activating its software license to isolate hardware issues that might arise within 7 days after the delivery.
3. After testing the equipment for 7 days, the end-user must be able to activate the software licenses for Windows Operating System and Microsoft Office 2021.
4. Upon the completion of the abovementioned, the end-user will process the necessary documents for acceptance of the supply, delivery, and testing of the deliverables.

Other Requirements:

1. The Supplier shall have an authorized Certificate of Distributorship and shall have the authority to extend the warranty from the original equipment manufacturer or OEM of the computer and uninterruptable power supply (UPS).



2. The Supplier shall deliver any globally recognized brand of computer that has been marketed in the Philippines for the last ten (10) years.
3. The Supplier shall have a website for its parts and components where the part numbers and description can be viewed easily by the End-user.
4. The computers and its peripherals and the UPS shall be brand new and free from any defects.
5. The computers and UPS shall be a derived model that is readily available in the Philippine market and not a cloned unit or custom built.
6. The Supplier shall ensure the availability of spare parts and components, both for the computer and UPS, for a period of five (5) years; thus, the equipment to be delivered shall not be an end-of-life (EOL) model at the time of the bidding.
7. The Supplier shall deliver equipment made with sustainable materials, energy-efficient power supply, and with recyclable packaging.

