

Republic of the Philippines
Province of Pampanga
CITY OF SAN FERNANDO
OFFICE OF THE BIDS AND AWARDS COMMITTEE

Invitation to Bid for the Supply, Delivery and Installation of LAN Connection to be used for the New Dep-Ed Division Training Center (2 Buildings) in the City of San Fernando, Pampanga

The City Government of San Fernando, Pampanga, through the **Special Education Fund 2019** intends to apply the sum of **TWO MILLION FOUR HUNDRED NINETY SEVEN THOUSAND FIVE HUNDRED FIFTY PESOS ONLY (P2,497,550.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **I5-19-2835**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The City Government of San Fernando, Pampanga now invites bids for the **Supply, Delivery and Installation of LAN Connection to be used for the New Dep-Ed Division Training Center (2 Buildings) in the City of San Fernando, Pampanga**. Delivery of the Goods is required within **Thirty (30) days** upon receipt of Notice to Proceed (NTP). Bidders should have completed, within two (2) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instruction to Bidders.

Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act".

Interested bidders may obtain further information from the City Government of San Fernando, Pampanga and inspect the Bidding Documents at the address given below during 8:00 a.m. to 5:00 p.m.

A complete set of Bidding Documents may be acquired by interested Bidders on **DECEMBER 02, 2019 (MONDAY) until 1:00 p.m. of DECEMBER 23, 2019 (MONDAY)** from the address below and upon payment of the applicable fee for the Bidding Documents in the amount of **FIVE THOUSAND PESOS ONLY (P5,000.00)**.

The City Government of San Fernando, Pampanga will hold a Pre-Bid Conference on **DECEMBER 09, 2019 (MONDAY) 3:00 p.m.** at **CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga**, which shall be open to prospective bidders.

Bids must be duly received by the BAC Secretariat at the address below on or before **1:00 p.m. of DECEMBER 23, 2019 (MONDAY) at CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga**. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in Instruction to Bidders (ITB) Clause 18.

Bid opening shall be on **DECEMBER 23, 2019 (MONDAY) 2:00 p.m. at CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

The City Government of San Fernando reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

JOSEPHINE S. BULANADI

BAC Secretariat
CGSO Building, New Public Market, Del Pilar,
City of San Fernando, Pampanga
(045) 961-4121
cgsoprocurementsection@gmail.com

Approved by:

ENGR. MICHAEL N. QUIZON, JR.
BAC Chairman

REQUIREMENTS IN THE ISSUANCE OF BIDDING DOCUMENTS

1. Downloaded copy from PhilGEPS of the **Invitation to Bid** (for Goods and Services and Infrastructure Projects) or **Request for Expression of Interest** (for Consulting Services)
2. Accomplished Information Sheet
3. Duly Notarized Authorization Letter (if representative)
4. Certified True Copy of PCAB License (for infrastructure projects only)
5. Photocopy of Two (2) Valid ID's.



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region III
Division of City of San Fernando (P)
TERMS OF REFERENCE



I. RATIONALE

The Division's operation revolves in processing through the use of computers and printers. Also, internet connectivity is vital for all transactions. Thus, an organized connection or networking is essential in order to interconnect all computers within the Division Office. Having a structured cabling will ensure a stable local area network (LAN) and internet connection (Wired or Wireless); hence, leading to easy management of every computer in the Division. CCTV Cameras may also be operated using the same structured cabling plan. The said CCTVs are an important tool in ensuring the security of all personnel and equipment in the Division Office.

II. OBJECTIVES

- To provide structured cabling that will interconnect all computers within the Division Office;
- To connect all computers and other IT Equipment through Local Area Network using active components (e.g. Access Points, Network Switch, etc.);
- To manage internet connection and access points per unit;
- To provide structured cabling for CCTV Cameras; and
- To monitor and secure the Division Office using CCTV Cameras.

III. SCOPE OF WORK AND TRAININGS

The prospective bidder binds himself to perform the following acts:

- a. To furnish all equipment, labor, materials, tools and equipment, and perform all operations necessary to complete the supply, delivery, installation, testing and commissioning of Fiber Optic Cabling, Structured Cabling, Network Active components, Data Center Upgrading, and IP CCTV System of the two (2) buildings of DepEd Division of City of San Fernando;
- b. To provide demonstration and training for IT Personnel for at least five (5) days;
- c. To provide warranty service within the warranty period;
- d. To ensure that provision of upgrades and patches to be installed must be free of charge during the warranty period;
- e. To be responsible for all costs for the duration of the warranty period for hardware products;

The Prospective bidder shall guarantee that the entire structured cabling and networks are free from all defective workmanship and materials, and will remain so for the period of:

- Minimum One (1) Year Warranty on Active Components
- Minimum One (1) Year Warranty on Fiber Optic and Cables
- Minimum One (1) Year Warranty on Workmanship

All installations of cables, peripherals, accessories, or electrical wires are expected to be neat, clean, or concealed using metal, aluminum, or plastic moulding or concealer.

FIBER AND COPPER NETWORK STRUCTURED CABLING

- 1) Submission of Proposed Detailed Plan/Design and Specifications for Fiber Optic Cabling and Structured Cabling for Data and CCTV System.
- 2) Submission of Project Management Plan
- 3) Supply of labor, delivery and installation of various fiber, cables and components.
- 4) Conduct of site survey and provisions of appropriate site specifications for the supplied materials.
- 5) Provision of the in-house wiring, including the Telco lines, from the cable entrance to the network rack where the active components are located.
- 6) Supply delivery and pulling of Category 6A UTP cable and Fiber optic cable
- 7) Supply, delivery and installation of metal support for Cable Gutter, PVC conduits and other consumables
- 8) Civil works of restoration of the building that were damaged during the installation of structured cabling
- 9) End to end Tagging and Labelling
- 10) Provision of at least 2 meters straight through wire on every Data Outlet location
- 11) Conduct Testing and Commissioning
- 12) Conduct Training

IP-BASED CCTV SECURITY SYSTEM

- 1) Submission of Project Management Plan
- 2) Provision of Technical documentation
- 3) Supply, delivery, installation, set-up of IP-CCTV System.
- 4) Conduct of site survey and provisions of appropriate site specifications for the supplied materials.
- 5) Civil works of restoration of the building that were damaged during the installation of CCTV Security System
- 6) End to end Tagging and Labelling
- 7) Conduct Testing and Commissioning
- 8) Conduct Training

Prepared by:



ROMEO C. SAPAO JR.

Information Technology Officer
Division of City of San Fernando (P)