

Section III: Returnable Bidding Forms

eSourcing reference: ITB/2021/25259

Note to Bidders: The following returnable forms are part of this ITB and must be completed and returned by bidders as part of their Bid. Instructions to complete each Form are highlighted in blue in each Form. Please complete the Returnable Bidding Forms as instructed and return them as part of your bid by uploading them against their specific Document Checklist in the UNOPS eSourcing system.

This Section comprises the following Returnable Bidding Forms:

- Form A: Joint Venture Partner Information Form
- Form B: Bid Submission Form
- Form C: Price Schedule Form
- Form D: Technical Bid Form
- Form E: Performance Statement Form

Form A: Joint Venture Partner Information Form

The Bidder shall fill in this Form in accordance with the instructions indicated below.

ITB reference no: [insert ITB reference No.]

Name of Bidder: [insert name of bidder]

Date: [insert submission date]

To be completed and returned with your Bid if the Bid is submitted as a Joint Venture/Consortium/Association.

| JV / Consortium/ Association Information | |
|---|------------|
| Name | [complete] |
| Names of each partner and contact information (address, telephone numbers, fax numbers, e-mail address) | [complete] |
| Name of leading partner (with authority to bind the JV, Consortium, Association during the Bidding process and, in the event a Contract is awarded, during contract execution) | [complete] |
| Proposed proportion of responsibilities between partners (in %) with indication of the type of the goods/services to be delivered by each | [complete] |

Signatures of all partners of the JV:

We hereby confirm that if the contract is awarded, all parties of the Joint Venture/Consortium/Association shall be jointly and severally liable to UNOPS for the fulfillment of the provisions of the Contract.

Name of partner: _____

Name of partner: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

Name of partner: _____

Name of partner: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

Form B: Bid Submission Form

Bidders are requested to complete this form, sign it and return it as part of their bid submission. The bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Date: [Insert submission date]

Subject: Bid for the supply of [Insert a brief description of goods/services] in [Name of country/city], ITB Case No. [Insert ITB ref number], dated [insert date]

We, the undersigned, declare that:

- a. We have examined and have no reservations to the bidding documents, including amendments No.: [Insert the number and issuing date of each amendment];
- b. We offer to supply in conformity with the bidding documents, including the UNOPS General Conditions of Contract, and in accordance with the delivery schedules specified in the Schedule of Requirements
- c. The total price of our bid, excluding any discounts offered in item (d) below, is: [Insert the total bid price in words and figures, indicating the various amounts and the respective currencies];
- d. The discounts offered and the methodology for their application are:
 - **Discounts:** If our bid is accepted, the following discounts shall apply. [Specify in detail each discount offered and the specific item of the Schedule of Requirements to which it applies, including if applicable discounts for accelerated payment.]
 - **Methodology of application of the discounts:** The discounts shall be applied using the following method: [Specify in detail the method that shall be used to apply the discounts];
- e. Our bid shall be valid for the period of time of [insert number of days which shall not be less than the specified in the Tender Particulars section, Period of Validity of Bids] from the date fixed for the bid submission deadline as set out in the ITB, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- f. If our bid is accepted, and if so requested in the Tender Particulars section, we commit to obtain a performance security in accordance with Instructions to Bidders Article 34 and the General Conditions of Contract;
- g. We have no conflict of interest in any activity that would put it, if selected for this assignment, in a conflict of interest with UNOPS;
- h. We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future;
- i. Our firm confirms that the Bidder and sub-contractors have not been associated, or had been involved in any way, directly or indirectly, with the preparation of the design, terms of references and/or other documents used as a part of this solicitation;
- j. We embrace the principles of the United Nations Supplier Code of Conduct and adhere to the principles of the United Nations Global Compact;
- k. Our firm, its affiliates or subsidiaries – including any subcontractors or suppliers for any part of the contract – has not been declared ineligible by UNOPS, nor is included in the suspended/ineligibility list of the UN/DPD, other UN Agencies, the UN Security Council, and the World Bank, in accordance with Instructions to Bidders Article 4, Eligibility;

- l. We have not offered and will not offer fees, gifts and/or favours of kind in exchange for this ITB and will not engage in any such activity during the performance of any contract awarded;
- m. We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

I, the undersigned, certify that I am duly authorized by **[insert full name of bidder]** to sign this bid and bind **[insert full name of bidder]** should UNOPS accept this bid:

Name : _____

Title : _____

Date : _____

Signature : _____

[Stamp form of bid with official stamp of the bidder]

Form C: Price Schedule Form

ITB reference no: insert ITB reference No.

Name of Bidder: insert name of bidder

Bidders shall fill in these Price Schedule Forms in accordance with the instructions indicated.

| | |
|-----------------|------------|
| Currency | PHP or USD |
|-----------------|------------|

The bidder can quote PHP or USD and the contract will be made as per the quoted currency and please clearly indicate your quoted currency in the Price Schedule Form.

The evaluation will be done based on the UN exchange rate of the bid closing month.

Lot 1: Desktop computer - 14 units

| Item No | Description | Delivery Place | Qty | Unit price DAP | Total price DAP |
|--------------------|-----------------------------|---|-----|---|---|
| 1.A | Desktop computer | UNOPS Cotabato City, Philippines | 8 | insert | insert |
| 1.B | Desktop computer | Bangsamoro Liaison Office in Metro Manila, Makati City, Philippines | 5 | insert | insert |
| 2. | All-in-One Desktop Computer | UNOPS Cotabato City, Philippines | 1 | insert | insert |
| Total Price | | | | | insert |

Lot 2: Notebook computer - 18 units

| Item No | Description | Delivery Place | Qty | Unit price DAP | Total price DAP |
|--------------------|----------------|---|-----|---|---|
| 1.A | Laptop (i5) | UNOPS Cotabato City, Philippines | 12 | insert | insert |
| 1.B | Laptop (i5) | Bangsamoro Liaison Office in Metro Manila, Makati City, Philippines | 3 | insert | insert |
| 2. | Laptop 15-inch | UNOPS Cotabato City, Philippines | 3 | insert | insert |
| Total Price | | | | | insert |

Lot 3: Printers and Copier - 8 units

| Item No | Description | Delivery Place | Qty | Unit price DAP | Total price DAP |
|--------------------|--|---|-----|---|---|
| 1.A | Multifunction Color Laser Printer | UNOPS Cotabato City, Philippines | 2 | insert | insert |
| 1.B | Multifunction Color Laser Printer | Bangsamoro Liaison Office in Metro Manila, Makati City, Philippines | 5 | insert | insert |
| 2 | Multifunction copier - copy, print, scan | Bangsamoro Liaison Office in Metro Manila, Makati City, Philippines | 1 | insert | insert |
| Total Price | | | | | insert |

Lot 4: Multimedia projector and Multimedia peripherals - 11 units

| Item No | Description | Delivery Place | Qty | Unit price DAP | Total price DAP |
|--------------------|--------------------------------|---|-----|----------------|-----------------|
| 1. | Multimedia Projector | UNOPS Cotabato City, Philippines | 1 | insert | insert |
| 2.A | Portable MP3 recorder | UNOPS Cotabato City, Philippines | 2 | insert | insert |
| 2.B | Portable MP3 recorder | Bangsamoro Liaison Office in Metro Manila, Makati City, Philippines | 4 | insert | insert |
| 3 | External Hard Disk Drives 2 TB | UNOPS Cotabato City, Philippines | 3 | insert | insert |
| 4 | Android tablet | UNOPS Cotabato City, Philippines | 1 | insert | insert |
| Total Price | | | | | insert |

I, the undersigned, certify that I am duly authorized by **insert full name of bidder** to sign this bid and bind **insert full name of bidder** should UNOPS accept this bid:

Name : _____

Title : _____

Date : _____

Signature : _____

Form D: Technical Bid Form

ITB reference no: [insert ITB reference No.]

Name of Bidder: [insert name of bidder]

Bidders are required to complete the **Comparative Data Tables** included in Section II: Schedule of Requirements to demonstrate compliance with UNOPS requirements and insert them below. Bidders are NOT allowed to make any change in the "UNOPS requirements" columns of the Comparative Data Tables. Such changes might disqualify your bid.

Technical specifications for Goods – Comparative Data Table

Lot 1: Item 1: Desktop computer - 13 units

| No | UNOPS minimum technical requirements | | Is bid compliant? Bidder to complete | Details of goods offered. Bidder to complete |
|----|--|-----------------|--|--|
| | Desktop Computer | 13 units | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 1 | Processor: At least 2.5Ghz or higher (Intel i5 or AMD Ryzen 5 equivalent) | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered, including specifications and brand/model offered if applicable |
| 2 | Integrated Graphics Card | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 3 | Memory: 8 GB DDR4 2666 MHz | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 4 | Hard Drive: 1TB SATA 7200 | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 5 | Ports: USB 3.2 Gen 1 port, 2 USB 2.0 ports, 3.5mm global headset jack, 1 HDMI 1.4b port | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 6 | Connectivity: RJ-45 ethernet port and Wi-Fi | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 7 | 23-inch 1920x1800 Resolution Monitor - HDMI | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 8 | Operating System: Windows 10 Pro | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 9 | One (1) Year Microsoft Office 365 Subscription | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 10 | One (1) Year Antivirus subscription | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 11 | US English Keyboard | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 12 | Mouse | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 13 | Auto Voltage Regulator | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 14 | Energy efficiency: Products must hold a relevant energy efficiency label such as Energy Star, TCO Certification, EPEAT or equivalent | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 15 | Warranty: 3 Year local warranty and after-sales services (inclusive of availability of parts locally) | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 16 | Bidders should submit the catalogue, brochure and detailed technical specification sheet of the offered product. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 17 | Bidder shall deliver the goods within 45 days after Contract signature. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 18 | Delivery to UNOPS Cotabato City, Philippines for 8 units | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| | Delivery to Bangsamoro Liaison Office in Metro Manila, Makati City, Philippines for 5 units | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |

Lot 1: Item 2: All-in-One Desktop Computer - 1 unit

| No. | UNOPS minimum technical requirements | | Is bid compliant? Bidder to complete | Details of goods offered. Bidder to complete |
|-----|---|---|--|---|
| 1 | All-in-One Desktop Computer | 1 | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered, including specifications and brand/model offered if applicable |
| 2 | Processor | At least 2.5Ghz (Intel i5 or AMD Ryzen 5 equivalent) | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 3 | Integrated Graphics Card | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 4 | Memory | 8 GB DDR4 2666 MHz | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 5 | Hard Drive | 512GB SSD | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 6 | Ports | USB 3.2 Gen 1 port, 2 USB 2.0 ports, 3.5mm global headset jack, 1 HDMI 1.4b port, | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 7 | Connectivity | RJ-45 ethernet port and Wi-Fi | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 8 | Operating System | Windows 10 Pro | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 9 | 23-inch 1920x1800 Resolution Monitor | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 10 | One (1) Year Microsoft Office 365 Subscription | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 11 | One (1) Year Antivirus subscription | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 12 | US English Keyboard | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 13 | Mouse | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 14 | Uninterruptible Power Supply | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 15 | Warranty: 3 Year local warranty and after-sales services (inclusive of availability of parts locally) | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 16 | Energy efficiency: Products must hold a relevant energy efficiency label such as Energy Star, TCO Certification, EPEAT or equivalent. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 17 | Bidders should submit the catalogue, brochure and detailed technical specification sheet of the offered product. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 18 | Bidder shall deliver the goods within 45 days after Contract signature. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 19 | Delivery to UNOPS Cotabato City, Philippines for 1 unit | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |

Lot 2: Item 1: Notebook computer - 15 units

| No | UNOPS minimum technical requirements | | Is bid compliant? Bidder to complete | Details of goods offered. Bidder to complete |
|----|--|-----------------|--|---|
| | Laptop (i5) | 15 units | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 1 | Processor: Intel i5 or AMD Ryzen 5 equivalent | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered, including specifications and brand/model offered if applicable |
| 2 | Memory: 8GB | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 3 | Display: 14" (ONLY) | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 4 | Resolution: 1920 x 1080 | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 5 | Integrated Graphics Card | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 6 | Storage: 512GB SSD | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 7 | Webcam: HD 720p | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 8 | English keyboard | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 9 | Networking: Integrated Wi-Fi and RJ45 port | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 10 | 3.5mm Port COMBO audio jack | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 11 | USB: At least 2 Type-A 3.0 | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 12 | Operating System: Windows 10 Pro | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 13 | One (1) Year Microsoft Office 365 Subscription | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 14 | Anti-virus: 1-year subscription | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 15 | Energy efficiency: Products must hold a relevant energy efficiency label such as Energy Star, TCO Certification, EPEAT or equivalent | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 16 | Warranty: 3 Years local warranty and after-sales services (inclusive of availability of parts locally) | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 17 | Bidders should submit the catalogue, brochure and detailed technical specification sheet of the offered product. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 18 | Bidder shall deliver the goods within 45 days after Contract signature. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 19 | Delivery to UNOPS Cotabato City, Philippines for 12 units | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| | Delivery to Bangsamoro Liaison Office in Metro Manila, Makati City, Philippines for 3 units | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |

Lot 2: Item 2: Notebook computer - 3 units

| No | UNOPS minimum technical requirements | | Is bid compliant? Bidder to complete | Details of goods offered. Bidder to complete |
|----|---|----------------|--|---|
| | Laptop 15-inch | 3 units | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 1 | Processor: At least 2.6Ghz (Intel i7 or AMD Ryzen 7 equivalent) | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered, including specifications and brand/model offered if applicable |
| 2 | Memory: 16GB | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 3 | Display: 15" | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 4 | Resolution: 1920 x 1080 | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |

| | | | |
|----|--|--|--------------------------------|
| 5 | 6GB Graphics Card | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 6 | Storage: 512GB SSD | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 7 | Webcam: HD 720p | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 8 | US keyboard | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 9 | Networking: Integrated Wi-Fi and RJ45 port | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 10 | 3.5mm Port COMBO audio jack | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 11 | USB: At least 2 Type-A 3.0 | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 12 | Windows 10 Professional | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 13 | One (1) Year Microsoft Office 365 Subscription | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 14 | Antivirus - One (1) year subscription | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 15 | Energy efficiency: Products must hold a relevant energy efficiency label such as Energy Star, TCO Certification, EPEAT or equivalent | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 16 | Warranty: 3 Years local warranty and after-sales services (inclusive of availability of parts locally) | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 17 | Bidders should submit the catalogue, brochure and detailed technical specification sheet of the offered product. | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 18 | Bidder shall deliver the goods within 45 days after Contract signature. | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 19 | Delivery to UNOPS Cotabato City, Philippines for 3 units | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |

Lot 3: Item 1: Multi-Function Color Laser Printer with spare toners - 7 units

| No. | UNOPS minimum technical requirements | | Is bid compliant? Bidder to complete | Details of goods offered. Bidder to complete |
|-----|--|---|--|---|
| 1 | Multifunction Color Printer - Laser (Print, Scan, Copy) | 7 | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered, including specifications and brand/model offered if applicable |
| 2 | Functions | Print, copy, scan | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 3 | Print Technology | Laser | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 4 | Colored Laser Printer | Black, Cyan, Yellow, Magenta | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 5 | Print Quality Black | Up to 1200 x 1200 dpi | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 6 | Print Quality Color | Up to 1200 x 1200 dpi | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 7 | Automatic Paper Sensor | Yes | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 8 | Duplex Printing | Yes | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 9 | Media Sizes Supported | A4, Letter, Legal, 8 x 13, A5, A6, RA4, B5, B6, 16k, 10 x 15 cm, Oficio, postcards (JIS single and double) envelopes (DL, C5, | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

| | | | | |
|----|--|--|--|---------------------------------|
| | | B5, C6); Tray 2: A4, A5, A6, RA4, B5, B6, 10 x 15 cm, Oficio, 16k, D postcard; | | Insert details of goods offered |
| 10 | Connectivity, Standard | 1 USB 2.0 Ethernet network Wireless network | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 11 | Scanner Type | Flatbed, ADF | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 12 | Scan File Format | Digital Send: PDF, Hi-Compression PDF, JPEG, TIFF, MTIFF, XPS, PDF/A; Scan to easy access USB: PDF, JPEG, TIFF, MTIFF, XPS, PDF/A; Print from easy access USB: PDF, PS, Print Ready files (.prn, .pcl, .cht) | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 13 | Scan Resolution, Optical | Up to 600 dpi | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 14 | Automatic Document Feeder Capacity | Standard, 100 sheets | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 15 | Digital Sending Standard Features | Scan to E-mail; Scan-to-Sharepoint; Save-to-Network Folder; Save-to-USB drive; Send to SharePoint; Send to FTP; Send to Internet Fax; Local Address Book; SMTP over SSL; Blank Page Removal; Edge Erase; Auto Color Sense; Auto Crop To Content; Compact PDF | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 16 | Scan Input Modes | Front panel applications: Copy; E-mail; Save to Network Folder; Save to USB; Save to Device Memory | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 20 | Compatible Operating Systems | Microsoft Windows 10 and MacOSX | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 21 | Spare Consumables | 16 units of color spare toners for 2 printers. (One Printer = 8 toners (2 blacks, 2 cyan, 2 magenta, 2 yellow)) | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 21 | Warranty | 1 Year local warranty and after-sales services (inclusive of availability of parts locally) | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 22 | Products must hold a relevant energy efficiency label such as Energy Star, TCO Certification, EPEAT or equivalent. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 23 | Bidders should submit the catalogue, brochure and detailed technical specification sheet of the offered product. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 24 | Bidder shall deliver the goods within 45 days after Contract signature. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 25 | Delivery to UNOPS Cotabato City, Philippines for 2 units | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| | Delivery to Bangsamoro Liaison Office in Metro Manila, Makati City, Philippines for 5 units | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |

Lot 3: Item 2: Multifunction copier - 1 unit

| No. | UNOPS minimum technical requirements | Is bid compliant? | Details of goods offered. Bidder to complete |
|-----|--------------------------------------|-------------------|---|
|-----|--------------------------------------|-------------------|---|

| | | | Bidder to complete | |
|----|--|-------------------------|--|---|
| 1 | Multifunction copier - copy, print, scan | 1 | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered, including specifications and brand/model offered if applicable |
| 2 | Main function - Copy, Print, Scan | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 3 | Writing Conductor" Semiconductor Laser | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 4 | CPU | Dual Core 800Mhz | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 5 | Memory | 2GB | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 6 | Hard Drive | 8GB SSD | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 7 | Print Speed | 35cpm | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 8 | Scan Speed | 60/40cpm | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 9 | Paper Tray Capacity | 500 sheets | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 10 | Paper Size | Min. A6R - Max. Legal | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 11 | Duplex printing | Yes | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 12 | Control Panel: | Touch screen panel | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 13 | Copy size | Max. A4-Legal, Min. A6R | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 14 | Copy resolution | 600 x 600 dpi | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 15 | Multiple copy | 1-999 | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 16 | Toner kit | CMYK | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 17 | Two (2) Tray copier | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 18 | Built-in network | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 21 | Warranty: 3 Year local warranty and after-sales services (inclusive of availability of parts locally) | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 22 | Products must hold a relevant energy efficiency label such as Energy Star, TCO Certification, EPEAT or equivalent. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 23 | Bidders should submit the catalogue, brochure and detailed technical specification sheet of the offered product. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 24 | Bidder shall deliver the goods within 45 days after Contract signature. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 25 | Delivery to Bangsamoro Liaison Office in Metro Manila, Makati City, Philippines | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |

Lot 4: Item 1: Multimedia Projector - 1 unit

| No. | UNOPS minimum technical requirements | | Is bid compliant? Bidder to complete | Details of goods offered. Bidder to complete |
|-----|---|---|--|---|
| 1 | Multimedia Projector | 1 | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered, including specifications and brand/model offered if applicable |
| 2 | Resolution, Projectors Facets | XGA | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 3 | Contrast Ratio, Projectors Facets | 15,000:1 | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 4 | White Light Output (Normal/Eco) | 3,600lm / 2,235lm | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 5 | Colour Light Output | 3,600lm | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 6 | Standard Size | 60" screen 1.8 - 2.17 m | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 7 | Zoom: Wide | 30" - 300" [0.89 - 9.12 m] | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 8 | Zoom : Tele | 30" - 300" [1.07 - 10.95 m] | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 9 | USB Interface • USB Type A | 1 (for USB Memory, USB Document Camera, for Wireless LAN Unit, Firmware Update) | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 10 | • USB Type B | 1 (for USB Display, Mouse, K/B, Control, Firmware Update) | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 11 | Analog Input: • D-Sub 15pin | 1 (Blue molding) | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 12 | • Composite | RCA x 1 (Yellow) | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 13 | Digital Input | HDMI - 1 | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 14 | Audio Input | 2 RCA (White / Red): 1 | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 15 | Warranty: 1 Year local warranty and after-sales services (inclusive of availability of parts locally) | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 16 | Energy efficiency: Products must hold a relevant energy efficiency label such as Energy Star, TCO Certification, EPEAT or equivalent. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 17 | Bidders should submit the catalogue, brochure and detailed technical specification sheet of the offered product. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 18 | Bidder shall deliver the goods within 45 days after Contract signature. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 19 | Delivery to UNOPS Cotabato City, Philippines | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |

Lot 4: Item 2: Portable MP3 Players or Recorders - 6 units

| No. | UNOPS minimum technical requirements | Is bid compliant? | Details of goods offered. Bidder to complete |
|-----|--------------------------------------|-------------------|---|
|-----|--------------------------------------|-------------------|---|

| | | | Bidder to complete | |
|----|--|---|--|---|
| 1 | Portable MP3 Recorder | 6 | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered, including specifications and brand/model offered if applicable |
| 2 | Record in MP3/LPCM with a high sensitivity S-Microphone | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 3 | Up to 4 GB of built-in storage, expandable via microSD (SDHC/SDXC) cards | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 4 | Auto Voice Recording reduces background noise | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 5 | Direct USB built in for easy connection to PC | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 6 | Built-in lithium battery with three-minute quick charge for one hour of recording | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 7 | Warranty: 1 Year local warranty and after-sales services (inclusive of availability of parts locally) | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 8 | Bidders should submit the catalogue, brochure and detailed technical specification sheet of the offered product. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 9 | Bidder shall deliver the goods within 45 days after Contract signature. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 10 | Delivery to UNOPS Cotabato City, Philippines for 2 units | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| | Delivery to Bangsamoro Liaison Office in Metro Manila, Makati City, Philippines for 4 units | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |

Lot 4: Item 3: Hard disk drives - 3 units

| No. | UNOPS minimum technical requirements | | Is bid compliant? Bidder to complete | Details of goods offered. Bidder to complete |
|-----|--|---|--|---|
| 1 | External Hard Disk Drives | 3 | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered, including specifications and brand/model offered if applicable |
| 2 | 2 TB | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 3 | USB | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 10 | Warranty: 1 Year local warranty and after-sales services (inclusive of availability of parts locally) | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 11 | Bidders should submit the catalogue, brochure and detailed technical specification sheet of the offered product. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 12 | Bidder shall deliver the goods within 45 days after Contract signature. | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 13 | Delivery to UNOPS Cotabato City, Philippines for 3 units | | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |

Lot 4: Item 4: Android tablet - 1 unit

| No. | UNOPS minimum technical requirements | | Is bid compliant? Bidder to complete | Details of goods offered. Bidder to complete |
|-----|--------------------------------------|--|--|---|
| 1 | Android tablet | 1 | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered, including specifications and brand/model offered if applicable |
| 2 | Size | 10.1 inches | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 3 | Resolution | 1920 x 1200 | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 4 | Colour | 16.7 million colours | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 5 | Type | IPS Touchscreen | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 6 | RAM | 2 GB | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 7 | ROM | 32 GB | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 8 | Extended storage | microSD Memory Card, support 512 GB maximum | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 9 | Rear camera | 5 MP f/2.2 aperture Auto Focus (Phase Focus) | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 10 | Image resolution | Up to 2560 x 1920 pixels | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 11 | Video resolution | Up to 1920 x 1080 pixels | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 12 | Front camera | 2 MP, f/2.4 aperture ,Fixed Focal | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 13 | Image resolution | Up to 1600 x 1200 pixels | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 14 | Video resolution | Up to 1280 x 720 pixels | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 15 | WLAN | 802.11a/b/g/n/ac | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 16 | Wi-Fi frequency | 2.4 GHz and 5 GHz | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 17 | Bluetooth | Bluetooth 5.0, Bluetooth Low Energy is supported | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 18 | OTG | Supported (maximum output current 1A / 5V during reverse power supply) | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 19 | USB | USB 2.0 / USB Type-C | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 20 | Audio File Format | *. MP3, *. MP4, *. 3gp, *. Ogg, *. AAC, *. FLAC, *. MIDI | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 21 | Video File Format | *.mp4, *.3gp | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 22 | CPU | 4 x Cortex-A73 2.0 GHz + 4 x Cortex-A53 1.7 GHz | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |
| 23 | GPU | Mali G51 | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details of goods offered |

| | | | |
|----|--|--|--------------------------------|
| 24 | Warranty: 1 Year local warranty and after-sales services (inclusive of availability of parts locally) | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 25 | Bidders should submit the catalogue, brochure and detailed technical specification sheet of the offered product. | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 26 | Bidder shall deliver the goods within 45 days after Contract signature. | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| 27 | Delivery to UNOPS Cotabato City, Philippines for 1 unit | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |

A. Delivery requirements and Comparative Data Table

| UNOPS Requirements | | Is bid compliant? Bidder to complete | Details Bidder to complete |
|---|--|--|--------------------------------|
| Delivery time | Bidder shall deliver the goods to the delivery place within 45 days after issuing of the Purchase Order. | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| Delivery place and Incoterms rules | DAP UNOPS Cotabato City, No. 11, 4th Road Macapagal Subdivision, Rosary Heights, Cotabato City, 9600 Maguindanao, Philippines (Incoterms 2020) Lot 1: Item 1.A: Desktop computer - 8 units Lot 1: Item 2: All-in-One Desktop Computer - 1 unit Lot 2: Item 1.A: Laptop (i5) - 12 units Lot 2: Item 2: Laptop 15-inch - 3 units Lot 3: Item 1.A: Multifunction Color Laser Printer - 2 units Lot 4: Item 1: Multimedia Projector - 1 unit Lot 4: Item 2.A: Portable MP3 Recorder - 2 units Lot 4: Item 3: External HDD 2 TB - 3 units Lot 4: Item 4: Android tablet - 1 unit | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| | DAP Bangsamoro Liaison Office in Metro Manila, RCI Building, Unit 502, 105 Rada, Legaspi Village, 1229 Makati City, Philippines (Incoterms 2020) Lot 1: Item 1.B: Desktop computer - 5 units Lot 2: Item 1.B: Laptop (i5) - 3 units Lot 3: Item 1.B: Multifunction Color Laser Printer - 5 units Lot 3: Item 2: Multifunction copier - 1 unit Lot 4: Item 2.B: Portable Mp3 Recorder - 4 units | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| | The supplier will also have the responsibility of the customs clearance process in the Philippines. | | |
| Consignee details | UNDP Philippines. (for shipping documents if applicable). | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |
| UNOPS Right to vary requirements | At the time the Contract is awarded, UNOPS reserves the right to vary the quantity of the goods and associated services specified above, provided this does not exceed +/- 20%, without any change in the unit prices or other terms and conditions of the ITB. | <input type="checkbox"/> Yes <input type="checkbox"/> No | Insert details |

The offered goods and related services (if applicable) are in accordance with the required specifications and requirements specified in **Section II: Schedule of Requirements**.

☐ Yes ☐ No

ANY DEVIATION MUST BE LISTED BELOW:

List of subcontractors or suppliers

Bidder must identify the names of all subcontractors/suppliers who will be providing good/services under this contract and the type of work being subcontracted, if applicable.

(A) [Full legal name and address of subcontractors]

(B) _____

(C) _____

I, the undersigned, certify that I am duly authorized by [insert full name of bidder] to sign this bid and bind [insert full name of bidder] should UNOPS accept this bid:

Name : _____

Title : _____

Date : _____

Signature : _____

Form E: Performance Statement Form

ITB reference no: [insert ITB reference No.]

Name of Bidder: [insert name of bidder]

Date: [insert submission date]

| Order placed by (Full address of purchaser) | Order no & date | Description & quantity of ordered items | Value of Order | Date of completion of Delivery | | Remarks indicating reasons of late delivery, if any | Was the supplies of goods satisfactory? |
|---|-----------------|---|----------------|--------------------------------|--------|---|---|
| | | | | As per Contract | Actual | | |
| | | | | | | | |
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Name : _____

Title : _____

Date : _____

Signature : _____