



Office of the President of the Philippines  
PRESIDENTIAL COMMUNICATIONS OFFICE  
Manila

# **BIDS AND AWARDS COMMITTEE**

## **BIDDING DOCUMENTS**

For the

**DESIGN, SUPPLY, DELIVERY, INSTALLATION,  
SUPERVISION, INTEGRATION, TRAINING, TESTING AND  
COMMISSIONING OF LIGHTING FACILITIES FOR THE  
MULTI-PURPOSE STUDIO FOR THE VISAYAS MEDIA HUB**

**(Procurement/Contract No. 2023-PCO-075)**

**Sixth Edition**

# ***Glossary of Acronyms, Terms, and Abbreviations***

**ABC** – Approved Budget for the Contract.

**BAC** – Bids and Awards Committee.

**Bid** – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

**Bidder** – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

**Bidding Documents** – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

**BIR** – Bureau of Internal Revenue.

**BSP** – Bangko Sentral ng Pilipinas.

**Consulting Services** – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

**CDA** - Cooperative Development Authority.

**Contract** – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

**CIF** – Cost Insurance and Freight.

**CIP** – Carriage and Insurance Paid.

**CPI** – Consumer Price Index.

**DDP** – Refers to the quoted price of the Goods, which means “delivered duty paid.”

**DTI** – Department of Trade and Industry.

**EXW** – Ex works.

**FCA** – “Free Carrier” shipping point.

**FOB** – “Free on Board” shipping point.

**Foreign-funded Procurement or Foreign-Assisted Project**– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

**Framework Agreement** – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

**GFI** – Government Financial Institution.

**GOCC** – Government-owned and/or –controlled corporation.

**Goods** – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

**GOP** – Government of the Philippines.

**GPPB** – Government Procurement Policy Board.

**INCOTERMS** – International Commercial Terms.

**Infrastructure Projects** – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports,

seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

**LGUs** – Local Government Units.

**NFCC** – Net Financial Contracting Capacity.

**NGA** – National Government Agency.

**PhilGEPS** - Philippine Government Electronic Procurement System.

**Procurement Project** – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

**PSA** – Philippine Statistics Authority.

**SEC** – Securities and Exchange Commission.

**SLCC** – Single Largest Completed Contract.

**Supplier** – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

**UN** – United Nations.



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## ***Section I. Invitation to Bid***

### **FOR THE**

**Design, Supply, Delivery, Installation, Supervision, Integration, Training, Testing and Commissioning of Lighting Facilities for the Multi-Purpose Studio for the Visayas Media Hub (Procurement/Contract No. 2023-PCO-075)**

1. The Presidential Communications Office (PCO), through the General Appropriations Act of 2023 intends to apply the sum of **Twenty-Four Million Seven Hundred Twenty Thousand Pesos Only (PHP24,720,000.00)** being the ABC to payments under the contract for the project: **Design, Supply, Delivery, Installation, Supervision, Integration, Training, Testing and Commissioning of Lighting Facilities for the Multi-Purpose Studio for the Visayas Media Hub (Procurement/Contract No. 2023-PCO-075).**

Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

2. The PCO now invites bids for the above procurement project. Supply and Delivery of the Goods shall be in accordance with Section VI. Schedule of Requirements, and Section VII. Bidders should have completed, **within five [5] 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 (Instructions to Bidders).
3. 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 (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

4. Prospective Bidders may obtain further information from PCO BAC Secretariat and through the e-mail address given below and inspect the Bidding Documents posted at the PCO website.
5. A complete set of Bidding Documents, in digital copy, may be acquired by interested Bidders starting **03 November 2023** from the PCO website given below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Twenty Thousand Pesos (PHP 20,000.00)**.

The Procuring Entity shall allow the bidder to present its proof of payment for the fees by sending a clear scanned copy of the Official Receipt **on or before the deadline of submission of bids** to the PCO BAC Secretariat e-mail given below.

6. The PCO will hold a Pre-Bid Conference on **14 November 2023** at **1:00PM** on the 7th Floor, Times Plaza Building, Ermita, Manila. Pre-registration shall be required for all interested suppliers to access. Those interested bidders must provide complete information in the Google Forms which may be accessed via this link: <https://forms.gle/gK8SYhuZKUiJ2SvL6>.

Maximum of Two (2) authorized representatives will be allowed to join the Pre-bid conference per company.

Prospective bidders are encouraged to discuss any concerns or clarifications about the eligibility requirements including the technical specifications in the said conference.

7. Bids must be duly received and acknowledged by the BAC Secretariat through manual submission **on or before 28 November 2023** at **8:00AM**.

Late bids shall not be accepted.

8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **28 November 2023** at **1:00PM** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. Prospective bidders are requested to organize and submit their Bids manually and suppliers are hereby reminded, as follows:

To facilitate the evaluation of documents, the bidder is encouraged to include a table of contents per envelope, corresponding page numbers, and title pages before the actual document. For reference, the sample bidding documents may be downloaded via these links: [Technical Component Envelope \(1<sup>st</sup> Envelope\)](#); [Financial Component Envelope \(2<sup>nd</sup> Envelope\)](#).

In case the bidder fails to submit any or all of the documentary requirements in a password-protected PDF files, the bid/quotation will automatically be disqualified and shall be declared as “FAILED” and the supplier will no longer be allowed to participate further in the procurement activities scheduled for this Project.

11. The PCO 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 Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
12. For further information, please refer to:

**MARY WILLEN DJ. RENOMERON**

Head, Bids and Awards Committee Secretariat  
Office of the Bids and Awards Committee Secretariat  
7th Floor, Times Plaza  
United Nations Ave., Ermita,  
City of Manila  
Phone No.: (02) 8734-5968  
E-mail Address: [bac1@pco.gov.ph](mailto:bac1@pco.gov.ph)  
Website: [pco.gov.ph](http://pco.gov.ph)

13. You may visit the following websites:

For downloading of Bidding Documents:

<https://pco.gov.ph/procurement/>  
<https://www.philgeps.gov.ph/>

For online bid submission:

[bac1@pco.gov.ph](mailto:bac1@pco.gov.ph)

Issued on **03 November 2023**

Original Signed  
**ASEC. EUGENE HENRY C. RODRIGUEZ**  
*Chairperson*  
Bids and Awards Committee

## ***Section II. Instructions to Bidders***

### **1. Scope of Bid**

The Procuring Entity, Presidential Communications Office, wishes to receive Bids for the **Design, Supply, Delivery, Installation, Supervision, Integration, Training, Testing and Commissioning of Lighting Facilities for the Multi-Purpose Studio for the Visayas Media Hub** with Identification numbers: Procurement / Contract No. 2023-PCO-075.

### **2. Funding Information**

2.1. The GOP through the source of funding as indicated below for 2023 in the amount of **Twenty-Four Million Seven Hundred Twenty Thousand Pesos Only (PHP24,720,000.00)**.

2.2. The source of funding is the **2023 General Appropriations Act**.

### **3. Bidding Requirements**

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

### **4. Corrupt, Fraudulent, Collusive, and Coercive Practices**

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex "I" of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

### **5. Eligible Bidders**



- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. Foreign ownership exceeding those allowed under the rules may participate pursuant to:
  - i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;
  - ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
  - iii. When the Goods sought to be procured are not available from local suppliers; or
  - iv. When there is a need to prevent situations that defeat competition or restrain trade.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:
  - a. The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC per lot.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

## **6. Origin of Goods**

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

## **7. Subcontracts**

- 7.1. The Procuring Entity has prescribed that **subcontracting is not allowed**.

## **8. Pre-Bid Conference**

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time through Zoom video conferencing as indicated in paragraph 6 of the **IB**.

## 9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

## 10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within **five [5] years** prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

## 11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABCs indicated in paragraph 1 of the **IB** shall not be accepted.

## 12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
  - a. For Goods offered from within the Procuring Entity's country:

- i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
  - ii. The cost of all customs duties and sales and other taxes already paid or payable;
  - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
  - iv. The price of other (incidental) services, if any, listed in e.
- b. For Goods offered from abroad:
  - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
  - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

### 13. Bid and Payment Currencies

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 13.2. Payment of the contract price shall be made in Philippine Pesos.

## 14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration<sup>1</sup> or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid until **27 March 2024**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

## 15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

## 16. Deadline for Submission of Bids

- 16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

## 17. Opening and Preliminary Examination of Bids

- 17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

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<sup>1</sup> In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

## 18. Domestic Preference

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

## 19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project shall be awarded as follows: **One Project having several items which shall be awarded as one contract.**
- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

## 20. Post-Qualification

- 20.2. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

## **21. Signing of the Contract**

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

## **Section III. Bid Data Sheet**

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be: any contract similar to any <b><i>Design, Supply, Delivery, Installation, Supervision, Integration, Training, Testing and Commissioning of Lighting Facilities for the Multi-Purpose Studio for the Visayas Media Hub.</i></b></p> <p>Those contracts which involve goods and services of the same nature and complexity as the subject matter of the project being procured (<i>GPPB Non-Policy Matter No. 159-2017</i>); and</p> <p>Completed within <b>five [5] years</b> prior to the deadline for the submission and receipt of bids.</p>
7.1	Subcontracting is not allowed.
12	No further instruction.
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <p style="padding-left: 40px;">a. The amount of not less than <b>Four Hundred Ninety-Four Thousand Four Hundred Pesos (PHP 494,400.00)</b> if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</p> <p style="text-align: center;">or</p> <p style="padding-left: 40px;">b. The amount of not less than <b>One Million Two Hundred Thirty-Six Thousand Pesos (PHP 1,236,000.00)</b> if bid security is in Surety Bond.</p>
19.3	<p>The proposed Approved Budget for the Contract of the project: Design, Supply, Delivery, Installation, Supervision, Integration, Training, Testing and Commissioning of Lighting Facilities for the Multi-Purpose Studio for the Visayas Media Hub is <b>Twenty-Four Million Seven Hundred Twenty Thousand Pesos Only (PHP24,720,000.00)</b></p>

20.2	<p>Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the bidder shall submit the following:</p> <ul style="list-style-type: none"> <li>a. two (2) original/physical copies of the technical and legal documents, and financial documents submitted and subjected to preliminary examination during bid opening;</li> <li>b. latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS); and</li> <li>c. other appropriate licenses and permits required by law and stated in the Bidding Documents and Supplemental/Bid Bulletin.</li> </ul>
21.2	No further instruction.



## ***Section IV. General Conditions of Contract***

### **1. Scope of Contract**

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

### **2. Advance Payment and Terms of Payment**

- 2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.
- 2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

### **3. Performance Security**

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

### **4. Inspection and Tests**

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section IV (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and

where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

## **5. Warranty**

- 6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 6.2. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

## **6. Liability of the Supplier**

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

## **Section V. Special Conditions of Contract**

<b>GCC Clause</b>	
<b>1</b>	<b>Delivery and Documents –</b>
	For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:
	<p>The delivery terms applicable to this Contract are delivered at the Visayas Media Hub, Barangay Subangdaku, Mandaue City, Cebu within Ninety (90) days from the issuance of Notice to Proceed.</p> <p>Risk and title will pass from the Supplier to the PCO upon receipt and final acceptance of the Goods at their final destination.</p>
	<p>Supply and Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause, the Procuring Entity’s Representative at the Project Site is:</p> <p><b>Ms. Ana Katrina De La Cruz</b>  Executive Assistant II,  Office of the Undersecretary for Content Production  2U Kimimori Bldg, Malacañang Compound, San Miguel, Manila  Telephone No. 8734-5966 loc 106</p>
	<b>Incidental Services –</b>
	The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:

	<p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p>
	<p><b>Packaging –</b></p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.</p>
	<p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity  Name of the Supplier  Contract Description  Final Destination  Any special lifting instructions  Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p>
	<p><b>Transportation –</b></p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p>

	Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.
	Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.
	The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.
2.2	No further instruction.
4	The inspection/tests of the goods shall be done as required under Section VII. Technical Specifications.

## ***Section VI. Schedule of Requirements***

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

<b>Lot No.</b>	<b>Description</b>	<b>Delivery Schedule</b>
1	<b>Design, Supply, Delivery, Installation, Supervision, Integration, Training, Testing and Commissioning of Lighting Facilities for the Multi-Purpose Studio for the Visayas Media Hub</b>	Completely delivered within <b>Ninety (90) Calendar days</b> from receipt of Notice to Proceed

Conforme:

Full Name and Signature of :  
Bidder/Authorized Rep.

Designation :

Name of Company :

## Section VII. Technical Specifications

Bidders must state “**Comply**” in the column “**Statement of Compliance**” against each of the individual parameters of each “Specifications”.

DESIGN, SUPPLY, DELIVERY, INSTALLATION, SUPERVISION, INTEGRATION, TRAINING, TESTING AND COMMISSIONING OF LIGHTING FACILITIES FOR THE MULTI-PURPOSE STUDIO FOR THE VISAYAS MEDIA HUB (PROCUREMENT / CONTRACT NOS. 2023-PCO-075)				
Item No.	Item Description <i><u>Bidders shall comply with the following minimum Technical Specifications:</u></i>	QTY	Brand Offered	Statement of Compliance
1.0	450W Professional Flat Panel LED Light Panel Surface Area: Approximately 25 x 12.0” 115° Beam Spread, Rail Mount Adapter Color Temperature from 2800-10,000K Full Gamut Color Mixing Hue and Saturation Control Full Minus to Full Plus green CRI: 95, TLCI: 90 0-100% Dimming, DMX Control Multi-Voltage AC, Optional Battery Power AC, Optional Battery Power  <i><b>or its equivalent or better</b></i>	20 units		
2.0	600W Professional Flat Panel LED Light For Studio & Film/TV Production Output: Approximately 17,500 Lux at approximately 3.5’ 17,520 (5600K) 2000 to 10,000K; RGB Color Control AC/DC Operation CRI 95   TLCI 95   SS1 84   CQS 95  <i><b>or its equivalent or better</b></i>	20 units		
3.0	1600W COB LED light 1200W Daylight Bowens mount point source LED 5600K Daylight CCT	20 units		

	<p>Optimized Output with 3 Hyper Reflectors: Narrow (15°), Medium (30°), Wide (45°)</p> <p>CRI and TLCI <math>\geq 95</math>, CQS <math>\geq 96</math></p> <p>Weather Resistant: Dust and water resistant</p> <p>Supports dual 48V/15A DC inputs (3-pin XLR), including battery power stations and block batteries</p> <p>Half power output with one 48V/15A power source</p> <p>Full power output with two 48V/15A power sources</p> <p><b><i>or its equivalent or better</i></b></p>			
4.0	<p>600W COB LED light</p> <p>Approximately 98,500 Lux at approximately 3.3' with the Hyper Reflector</p> <p>Approximately 8,500+ Lux at Approximately 9.8' with the Hyper Reflector</p> <p>Approximately 29,300+ Lux at Approximately 9.8' with the F10 Fresnel</p> <p>Comparable to a 1200W HMI or Joker 800</p> <p>CRI: 96, TLCI: 96, SSI (D55): 72</p> <p>Supports 48 VDC input power at 15A, including battery power stations and block batteries (3-pin XLR)</p> <p><b><i>or its equivalent or better</i></b></p>	20 units		
5.0	<p>300W COB LED light</p> <p>Output: Approximately 45,400 Lux @ Approximately 3.3' with Reflector</p> <p>2700-6500K CCT</p> <p>AC Power or Optional Battery Station</p> <p>Onboard &amp; App Control</p> <p>CRI 95   TLCI 98   SSI 89</p> <p>Active Cooling</p> <p>Bowens S Accessory Mount</p> <p>9 Preset Special Effects</p> <p>Includes Reflector, Power Supply &amp; Cable</p>	20 units		



	<b><i>or its equivalent or better</i></b>			
6.0	<p>           Tube LED light            RGB LED Tube Light            Output: Approximately 647 Lux at            Approximately 3.3' (5600K)            2700-7500K CCT; RGB Mode            Onboard, Wireless, DMX &amp; App            Control            CRI 97   TLCI 98   TM-30 94 &amp; 101            15 Preset Special Effects            Built-In Rechargeable Battery; AC            Power            T12 or 1/4"-20 Mounting            Works with Optional Barndoors &amp;            Grid            Includes AC Adapter, Mounting Clip            &amp; Bag         </p> <p><b><i>or its equivalent or better</i></b></p>	20 units		
7.0	<p>           Lantern Softbox            3-Foot Diameter            1-Stop White Translucent            Includes Skirt for Controlling Light            Near 360° Beam Angle            Built-In Bowens Speed Ring            For Hanging Overhead            For LEDs or Strobe         </p> <p><b><i>or its equivalent or better</i></b></p>	40 units		
8.0	<p>           Dome modifier            Dual-Sided Quick Release            Mechanism            Hexadecagon Shape with 16 Steel            Rods            2 Front Diffusers: 1.5 and 2.5 Stops            Removable Inner Diffuser            40° Grid            Widely Compatible Bowens Speed            Ring            Carrying Bag            High-Output Reflective Silver            Interior         </p> <p><b><i>or its equivalent or better</i></b></p>	40 units		

9.0	<p>Spotlight Mount light modifier for producing dramatic yet clean beams of light with a high degree of control Bowens Mount Included 26° Lens Dual Drop-In Slots Aluminum Alloy Housing Yoke with Dual Junior/Baby Mount</p> <p><b><i>or its equivalent or better</i></b></p>	2 units		
10.0	<p>Lighting system control and monitoring with at least 19" confidence monitor Speaker monitoring</p> <p><b><i>or its equivalent or better</i></b></p>	1 lot		
11.0	<p>Installation Materials, Control system Lighting console, connectors &amp; Data Cable</p> <p>Lighting Console, Splitters, Connectors &amp; Data Cables</p> <p>Digital Lighting Console control up to 4096 fixtures, 24 multi-functions faders, 241 playbacks (each with submaster and full cue stacks functionality 240 groups 5 X 240 palettes, (Color Beam, Shape, positive effects, full control of multi-cell fixtures, full manual or automated control of move-on dark DVI -D output for optional external screen multi-touch screen, multi touch interfaces for color and moving lights 7" multi touch screen attached in console with 1 video touch-screen monitor and one video monitor 100-240 VAC. Isolated RDM/ DMX Booster/Splitter Twin 1in 10 output or 2 In X 5 out 5 pins Rack Mounted 1U High 230VAC XLR 5 pins Chassis Mount (Female) XLR 5 pins Chassis Mount (Male) XLR 5 pins Cable Mount (Female) XLR 5 pins Cable Mount (Male) XLR3-100 Data cable for DMX 512 signal cable</p>	1 lot		

	<b><i>or its equivalent or better</i></b>			
12.0	Pantograph System Pole Operated Spring Type Pantograph Super Wind-Up Steel Roller Stand-3 section Master Aluminum Stand-4 Sections Operating Pole 4 mtrs length Analog Light Meter Pantograph roller Fixing Bracket for rail pipe Rails  <b><i>or its equivalent or better</i></b>	1 lot		
13.0	Lighting Grid Battens and Materials BI Pipes Schedule 40 42 mm diameter U Bolt Clamp with nut Round Bar support Welding Rod & Welding Machine  <b><i>or its equivalent or better</i></b>			
14.0	Installation of Materials  Installation Labor & Materials comprises as follows:  electrical wires, cables, connectors, circuit breaker, cable trays, mounting support & nuts bolts for installations which includes miscellaneous, step down/step up transformer 230V Primary 3 Phase delta 380V / 400V / 415V secondary 3 phase,  4 wires with neutral and ground, Panel Boxes and Breakers & Data Cable Wall box Panel and exhaust fan  <b><i>or its equivalent or better</i></b>			
15.0	Lighting Control System Monitoring  At least 40 inches Multiviewer monitor industrial grade (Camera and studio program monitoring) with SDI to HDMI converter,  At least 19 inches Broadcast Grade Confidence Monitor,			

	Waveform/Vector with Lighting Vector Monitor,  Speaker Monitor <b><i>or its equivalent or better</i></b>			
16.0	Lighting Accessories  Top Rail Curve Top rail Curtain Carriage 2 wheels loading Bracket for M12 Threaded Rod Fixing Bracket for I rail Beam Ceiling Bracket with Eye Hook Rail Clamp Extension Bracket Ceiling Bracket End Stop Alignment Connector Alignment Connector Curve White Fabric Flame Retardant CYC Cloth Black Fabric Flame Retardant CYC Cloth Green Fabric Flame Retardant CYC Cloth <b><i>or its equivalent or better</i></b>			
	<b>GENERAL INFORMATION</b>			
1	Compliance with the Terms of Reference (Annex "B")			
2.	Installation Materials, Cables and Wiring Code  1. All items, cables and other installation materials and tools required for the successful installation of the systems and equipment shall be supplied by the system integrator.  2. Cables and connectors shall be of high quality and from respectable manufacturers. Unbranded products shall not be accepted.  3. The winning bidder/system integrator shall submit samples of all the cables and connectors offered together with their specifications for the Procuring Entity's approval before installation.			

	<p>4. The winning bidder/system integrator shall ensure that all the cables are grouped and laid properly and neatly according to the signals being carried. Separate groups shall be formed for power cables, control cables, video cables, low level audio or microphone cables, high level or line level audio cables, intercommunications cables LAN cables.</p> <p>5. All cables, especially those at the racks, shall be arranged in a tidy and orderly manner.</p> <p>6. All cabling and wiring shall have a proper coding system, which will be provided by PCO to standardize the cable color coding in all PCO stations nationwide.</p> <p>7. A properly and correctly documented cable schedule shall be supplied on a standard software package after the completion of the installation. Two sets of the final cable schedule shall be supplied in a properly bound volume.</p> <p>8. All installation materials left after completing the project will remain as PCO property and shall not be brought out by the winning bidder.</p> <p>9. The winning bidder shall closely supervise the installation to ensure that all cabling is arranged.</p>			
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Conforme:

Full Name and Signature of :  
Bidder/Authorized Rep.

Designation : \_\_\_\_\_

Name of Company : \_\_\_\_\_

# ANNEX “A”

## Terms of Reference

TERMS OF REFERENCE

Project details:	<p>The Visayas Media Hub (VMH) will house the Communications arm of the government in the Central Philippines and will cater to tailor-fitted news and information for its regions.</p> <p>The project will complete the triumvirate of the Main Government Broadcast hubs in Luzon, Visayas, and Mindanao.</p> <p>Having a centralized and integrated facility for government media entities will ensure close coordination among themselves which in turn will result in reaching wider and more effective information dissemination for the Visayas region. With its modern high-definition equipment, the VMH will serve as the central broadcast source of the government serving different regions in the Visayas. It will also serve as a disaster recovery broadcast center for nationwide television coverage.</p> <p>The Office of the President - Presidential Communications Office (OP-PCO) will take the lead in managing and maintaining the facility. Much like the Mindanao Media Hub in Davao City, the VMH will also house field offices of OP-PCO attached agencies/government media such as the People's Television Network, Inc. (PTNI), Bureau of Broadcast Services (BBS), Philippine Information Agency (PIA), Philippine News Agency (PNA), and Radio Television Malacañang (RTVM). Further, there will be allotted offices for the following agencies: (1) Department of Information and Communication Technology, (2) Bureau of Communications Services, (3) National Printing Office, APO Production, Inc., among others.</p>
Part VI:	<b>Design, Supply, Delivery, Installation, Supervision, Integration, Training, Testing and Commissioning of Lighting Facilities for the Multi-Purpose Studio for the Visayas Media Hub</b>
ABC:	<b>Twenty-Four Million Seven Hundred Twenty Thousand Pesos Only (PHP24,720,000.00)</b>
Objective	<p>The objective is to build a dynamic and modern studio lighting system which caters to the variety of program productions. Finding the way to the latest art of lighting technology, the current bi-color (daylight and tungsten) studio lighting system will emerge into a dynamic multi-mixing color of lights suited for different types of shows.</p>

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## **A. SUPPLIER/DEALER ELIGIBILITY REQUIREMENTS**

### **1. LEGAL DOCUMENTS**

1.1 Government Permits and Clearances, PhilGEPS Certificate, Platinum Membership

1.1.1 Government permits and clearances including National Tax Clearance Certificate, Business Permits Company SEC Registration, Audited Financial Statements

### **2. TECHNICAL**

#### **2.1 Track Record Certifications**

2.1.1 The bidder must have a track record to Supply, Delivery, Integration, Installation, Training and Commissioning of a complete digital processing multi-purpose lighting system with standard and optional accessories to include from hardware/software, cable/connector and tools/test instrument as part of a multi-purpose studio for the Visayas media hub for a minimum of FIVE (5) years.

2.1.2 The bidder must show track records of multi-purpose lighting systems for similar projects of Supply, Delivery, Integration, Installation, Training and Commissioning for a minimum of FIVE (5) years.

2.1.3 It shall be the responsibility of the winning bidder to supply and install a complete working system. Any additional equipment, interface modules or cards or wiring needed in order to meet the requirements, *even if not specifically mentioned herein or on the drawings and attached document*, shall be supplied and installed by the winning bidder without claim for additional payment.

2.1.4 The bidder should have a certificate of exclusive distributorship/authorized dealer as proof from the manufacturer.

2.1.5 The bidder must show Purchase orders, Single largest completed contract of similar items procured within the last FIVE (5) years. The previous POs or contracts shall be at least Fifty (50% of the approved budget for the items to be bided.

2.1.6 The bidder is required to provide/show a proof of capability on their previous project, product and/or system offered to be installed, local or abroad and provide a satisfactory performance certificate from the present clients/end-user/company. The bidder must show proof of its technical knowledge and capability for system/equipment repair, maintenance and support service.

2.1.7 Certification from the principal that the bidder is authorized to transact with PCO and no other gathered information on their fast/previous/present project.



### 3. EQUIPMENT SPECIFICATIONS

3.1 Provision of a complete conceptual design, wiring diagram and other detailed technical specification of the required equipment being supplied. See attached list of equipment in **Section VI. Schedule of Requirements** with detailed Technical Specifications.

3.2 Every item/equipment tendered with required accessories shall be defined and itemized and also supported by clear and colored pictures. The winning bidder shall provide three (3) original-colored copies of the provided brochure. Required specifications shall be highlighted in the provided brochure; *example*, Required Luminance Required CRI, etc.

### 4. PROJECT INCLUSION

- 4.1 Design, Supply, Delivery, Installation, Supervision, Integration, Training, Testing and Commissioning of Lighting system stated in the Schedule of requirements
- 4.2 Design, supply and installations of Lighting Grid
- 4.3 Positioning the Cyclorama and chroma Clothes
- 4.4 Masonry works for exhaust fans in a dimmer room
- 4.5 Configuration of electrical wiring
- 4.6 Fabrication and Installation of floor box panel for floor lighting requirement.
- 4.7 Restoration of all altered parts of the building during installation including painting
- 4.8 Testing and Commissioning of Supplied Fixtures and Lighting Console
- 4.9 On-Site Operational and Maintenance Training
- 4.10 Three (3) Months on site technical operational support
- 4.11 Winning Bidder must provide secure storage for all supplies during the delivery period.

### 5. PRICE INCLUSION

- 5.1 Cost of Studio Lighting Systems, Console Table, Audio/Video Monitoring including shipment, and government taxes
- 5.2 Installation, integration and commissioning
- 5.3 Cost of Engineering & Technical Services with on-site Support
- 5.4 Cost of Training
  - i. Training Services (On-site Training)
  - ii. Equipment Operation
  - iii. Equipment Maintenance and Repair
  - iv. Bidders must include the Cost breakdown in their financial components.
- 5.5 Cost of Warranties
  - v. Warranty on Equipment
  - vi. Warranty on Installation and Workmanship

### 6. PROOF OF CONCEPT OF TENDER

- 6.1 The bidder shall prepare a Concept of Tender and Technical Proposal through a PowerPoint presentation or an AVP (AVP must be made by sketch up or alike software with accurate scales). This presentation shall only be made after passing the Eligibility and Financial requirements under R.A. 9184. This will be done during the *Post Qualification*. The

presentation must be in 3D setup which shows the total look of studio lighting grids, pantograph, lights, console table and display monitors, racks, and wirings.

- 6.2 The Procuring Entity and the members of the Bids and Awards Committee (BAC), Technical Working Group (TWG) and End Users have the full right to change, rearrange, modify, accept or not accept the submitted proposal of the bidder. (This item 9.b does not subject for disqualification; the bidder is required to re-submit the proposed design based on the recommendation of the end user within two (2) calendar days from the date of presentation).

## **7. DELIVERY AND INSTALLATION SITE**

Visayas Media Hub, Barangay Subangdaku, Mandaue City, Cebu

## **8. PROJECT PLANNING**

The bidder shall include in its technical proposal the description, strategy, and approach of the project. The bidder must ensure that the design, supply, installation, integration, and commissioning conform to the purpose (i.e. News Broadcast, Entertainment, Digital Media Production) for which the lighting system shall be used.

The winning bidder must provide a Gantt Chart and final commissioning table which must be strictly followed.

## **9. DETAILED SYSTEMS DRAWINGS AND DESIGN (Conceptual)**

NOTE: All of these conceptual drawings and design shall be included in the Technical Component envelope upon submission of Bid.

1. ANNEX-A Electrical wiring
2. ANNEX-B Dimming control wiring
3. ANNEX-C Control and monitoring wiring
4. ANNEX-G Rack placement
5. ANNEX-H Lighting grid (battens) placement
6. ANNEX-I Pantograph placement
7. ANNEX-J Position of Cyclorama Cloth White and Green
8. ANNEX-J Any possible civil works

## **10. GENERAL DESCRIPTION**

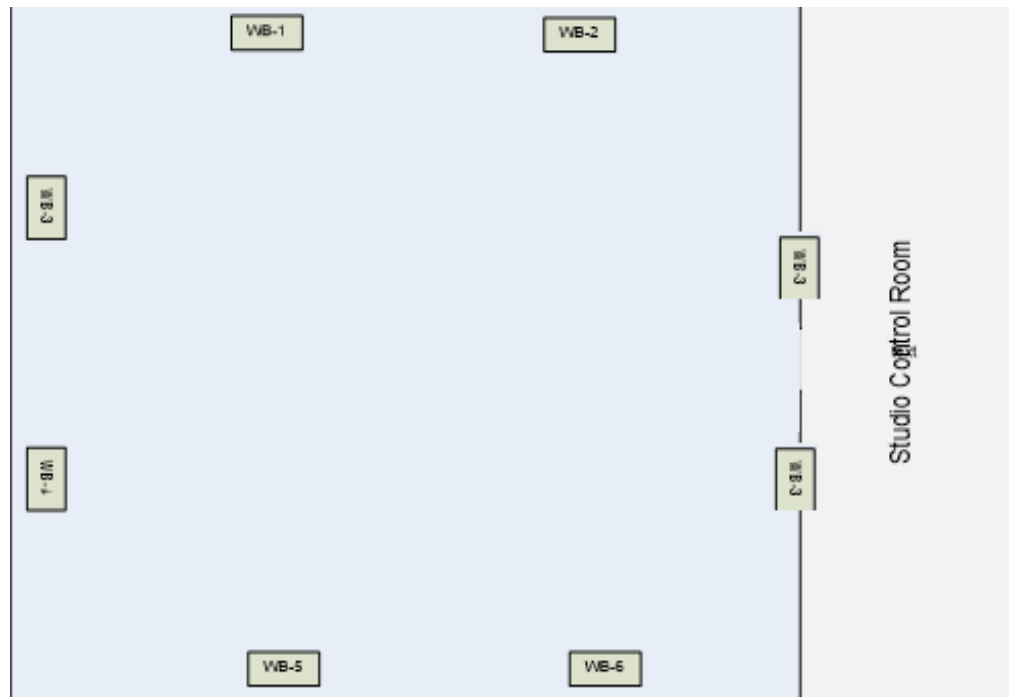
The Studio Lighting Equipment is envisioned to be equipped with a high broadcast quality platform. It can also handle multi program format and is designed for "LIVE" and taped news, public affairs, sports, and entertainment shows and programs.

The objective is to build a dynamic and modern studio lighting system which caters to the variety of program productions. Finding the way to the latest art of lighting technology, the traditional bi-color (daylight and tungsten) studio lighting system will emerge into a dynamic multi-mixing color of lights suited for different types of shows.

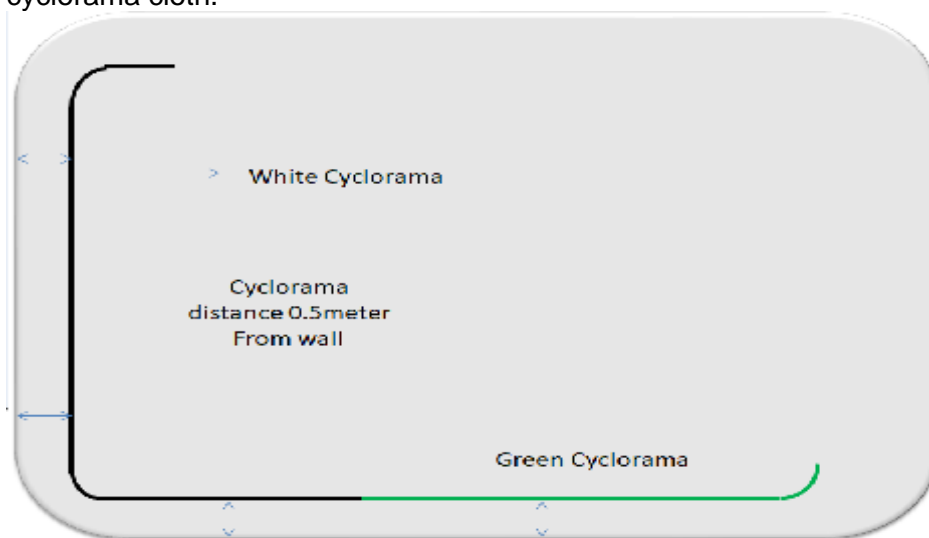
## **11. GENERAL REQUIREMENTS**

The Bidder shall provide equipment for the studio that has "EQUIVALENT OR SUPERIOR" technical specifications than the equipment technical specifications stated herein. (The detailed technical specification mentioned in the table is a minimum requirement), the bidders are encouraged to supply superior and top of the line studio lighting facilities.

- 11.1 All items, cables and other installation materials and tools required for the successful installation of the systems and equipment shall be supplied by the system integrator.
- 11.2 Cables and connectors shall be of high quality and from respectable manufacturers. Unbranded products shall not be accepted.
- 11.3 The winning bidder/system integrator shall submit samples of all the cables and connectors offered together with their specifications for the Procuring Entity's approval before installation.
- 11.4 The winning bidder/system integrator shall ensure that all the cables are grouped and laid properly and neatly according to the signals being carried. Separate groups shall be formed for power cables, control cables, video cables, low level audio or microphone cables, high level or line level audio cables, intercommunications cables LAN cables.
- 11.5 All cables, especially those at the racks, shall be arranged in a tidy and orderly manner.
- 11.6 All cabling and wiring shall have a proper coding system, which will be provided by PCO to standardize the cable color coding in all PCO stations nationwide.
- 11.7 The bidder must show proof of its technical knowledge and capability for system/equipment repair, maintenance and support service.
- 11.8 A properly and correctly documented cable schedule shall be supplied on a standard software package after the completion of the installation. Two sets of the final cable schedule shall be supplied in a properly bound volume.
- 11.9 All installation materials left after completing the project will remain as PCO property and shall not be brought out by the winning bidder.
- 11.10 The winning bidder shall closely supervise the installation to ensure that all cabling is arranged.
- 11.11 The bidder must provide and install exhaust fan in studio-A and Studio-A dimmer room, and studio-B and studio-B dimmer room with sufficient power to cool the dimmer rooms.
- 11.12 The bidder must install the supplied studio lighting system in the Multi-Purpose Studio. Also, the bidder shall provide needed third party hardware, software and all needed accessories and materials for the integration at their own cost.
- 11.13 The bidder must provide DMX patch and AC box (patch bay) to the following areas for floor lights:
  - a. Two (2) boxes with at least 6 sockets (DMX Controlled) per box for every side of the studio floor of the Multi-Purpose Studio. (See attached drawing).



- b. The table of requirements listed below is the minimum estimated quantity for the studio lighting. Bidder must provide their proposed design for the studio and include it in the submitted documents.
- i. Bidder shall illuminate the Multipurpose Studio. (Please refer to the conceptual drawing on ANNEX-B).
  - ii. ANNEX-B – Winning Bidder/System Integrator must illuminate the area indicated below
    1. Multi-purpose Studio must illuminate the whole area (see drawing)
- c. Cyclorama Placement. The bidder is required to conduct site evaluation for actual measuring, inspections and planning. The white cyclorama must be placed at 500mm from the wall. The green chroma cloth must be covered start from 1 meter from wall of PCR to the end of corner in that side, overlapped to the white cyclorama cloth.



- d. The bidder must ensure the support of C-Tracks, Battens and lighting grid.

## **12. TECHNICAL SUPPORT & WARRANTY**

12.1 The bidder shall issue a Notarized Warranty Certificate on equipment and accessories supplied, delivered, for two years (2) from date of final acceptance. The bidder and the manufacturer shall also issue a Notarized Certification that after the warranty period PCO shall have the right to procure any spare parts directly to the manufacturer.

12.2 All hardware and software shall have a minimum of one (1) year free replacement warranty with extended one (1) year warranty support service-on-site.

12.3 The winning bidder shall have 24/7 telephone and e-mail technical support services and shall provide all the services needed to facilitate the communication from local or international technical support teams during the warranty period.

12.4 The winning bidder shall provide the temporary/compatible replacement service unit for defective equipment, during the warranty period to ensure continued operation and the integrity of the whole studio lighting system project in case some supplied/installed equipment failed to operate or was subjected for repair within the warranty period.

12.5 The winning bidder shall ensure the proper actual testing and shall provide operating manuals/procedure as guide for studio lighting system for successful commissioning and acceptance.

12.6 The actual testing/operation procedures shall include all the features and functionality parameters of all lighting equipment and accessories, including individual cable number and name tag, as part of the cable management system.

12.7 The winning bidder shall provide the comprehensive on-site training to operate the machine. They are also required to provide their own technical personnel to train the studio production crew in the whole lighting system, set-up, and operation

12.8 During warranty period, the winning bidder shall provide the necessary preventive maintenance, support/service, calibration/adjustment, repair/rectification of problems encountered and software updates free of charge

12.9 The winning bidder must submit the detailed technical specifications of studio lighting system design.

## **13. TECHNICAL SERVICE & TRAINING**

13.1 A One (1) week actual training after installation for actual operation and maintenance on site will be held with emphasis on basic adjustments and diagnostics of the equipment.

13.2 The equipment & accessories supplied and delivered should be fully tested at the factory before the shipment. Failed to operate or was subjected for repair during the set-up and installation, integration and training is required for replacement.

13.3 Equipment & accessories supplied failed to operate during operation or were subject to repair within the warranty period should be replaced by a temporary service unit by the bidder/integrator.

13.4 Prior to the official turn-over of the project, the supplier / manufacturer shall organize and conduct a comprehensive technical training to at least ten (10) personnel of the PCO and its attached agencies regarding the operation, troubleshooting, and maintenance of the transmitter system. The cost that will be incurred for the training shall be for the account of the supplier, which includes travel expenses and accommodation for at least ten (10) personnel from Manila.

13.5 An on - site comprehensive training seminar on operations, calibrations, techniques, and maintenance of equipment shall be given to the transmitter engineers and technicians in conjunction with the proof of performance at designated transmitter site. Schedule of the aforesaid must be coordinated with PCO.

#### 14. DELIVERY PERIOD

The equipment provider/bidder shall **Design, Supply, Delivery, Installation, Supervision, Integration, Training, Testing and Commissioning of Lighting Facilities for the Multi-Purpose Studio for the Visayas Media Hub** at Barangay Subangdaku, Mandaue City, Cebu within Ninety (90) days from the issuance of Notice to Proceed.

Below is the Annex from Section VII. Technical Specifications.

#### 11.0 LIGHTING SYSTEM INSTALLATION DETAILS

ITEM	DESCRIPTIONS
<b>11.0 LIGHTING CONSOLES, SPLITTERS, CONNECTORS &amp; DATA CABLES</b>	
11.1	Lighting Console w/ Accessories
	Must provide complete control of conventional and moving lights, DMX Out Ports, Touch screen capable interface motorized sub masters and grand master faders with at least 22" inches monitor.
	<b>Manual Control:</b> Must be controlled the following manually. <ul style="list-style-type: none"> <li>• Channel selection from keypad and/or multi-touch direct selects</li> <li>• Intensity set with level wheel, keypad, level button</li> <li>• Select Last recalls last sequential channel selection set</li> <li>• Select Manual selects all channels with manual values parameters</li> <li>• Capture</li> <li>• Recall-from and Copy-to commands</li> <li>• About provides detailed view of selected channels or record targets</li> <li>• Undo</li> </ul>

	• Highlight and Lowlight, with optional user-definable Dim Lamp controls.
11.2	At least 6-output Rack Mounted 100-240V AC 60HZ DMX RDM Splitter
<b>12.0 PANTOGRAPH SYSTEM</b>	
12.1	The Pantograph System must extend to at least 6 meters with working load up to 60 kg.
12.2	Pole Operated Pantograph 6 mtrs length maximum working load 20-30 mtrs KGS close length 890 mm top 28mm mounting spigot 28mm bottom mount power socket CEE 17 Panel mount 2P +E 16A 220V receptacle power cable 3 X 2.5mm squared & XLR 5 pins connector.  It may include the provision of additional customized Pantographs of adjustable lengths with 28mm spigot.
12.3	Super Wind-Up Steel Roller Stand-3 section with spigot, twist lock mid spreader
12.4	
12.5	Operating Pole at least 3.5 meters length super lightweight
12.6	Analog Lightmeter can measure from F1.7 to F11 Lens aperture lighting requirements.
12.7	Pantograph roller
12.8	Fixing Bracket for rail pipe
12.9	Rails
<b>13.0 LIGHTING GRID BATTENS AND MATERIALS</b>	
13.1	Lighting Grid (Battens) The Lighting Grid must be extended up to 1 foot from all Air-conditioning Ducts.
<b>14.0 INSTALLATION MATERIALS</b>	
14.1	Installation, cables, connectors, cable trays, knot & bolts, Electrical Wires, Mounting Support etc. all accessories needed for installations.
	Miscellaneous
	Circuit Breakers and Electrical lugs.
14.2	All Wall Box panels must be placed in the studio flooring Six (6) inches from the Floor bracket of Cyclorama; it must be accessible when used. Wall box panel must be made of metal. Two (2) boxes with at least 6 sockets (DMX Controlled) per box for every side of the studio floor of the Multi-Purpose Studio.
14.3	Exhaust Fan to be installed to Studio Dimming room serve as support for cooling system, (if needed)
<b>15.0 LIGHTING CONTROL SYSTEM MONITORING</b>	
15.1	At least 19 inches (or bigger) Broadcast Grade Confidence monitor
15.2	Console table Lighting console table and swivel chair shall be included in the lighting facilities it must be the same in PCR console table. (See Studio PCR Console table as reference). All Monitors must be mounted to the wall.
15.3	Swivel chair without armrest
15.4	Speaker monitoring
<b>16.0 CYCLORAMA CLOTH</b>	
16.1	White Cyclorama Cloth must be placed close to 500mm from each wall. 1 Llot fixed & tracks for cyclorama cloth & accessories
16.2	The Green fabric flame retardant (Green Chroma Cloth) must be covered starting from 1 meter from the wall of PCR to the end of the corner on that side, overlapped to the white cyclorama cloth. It shall be One (1) Whole Fabric, joint fabric is not acceptable.

## ***Section VIII. Checklist of Technical and Financial Documents***

### **I. TECHNICAL COMPONENT ENVELOPE**

#### ***Class “A” Documents***

##### *Legal Document*

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);

##### *Technical Documents*

- ☐ (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- ☐ (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- ☐ (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission; **or** Original copy of Notarized Bid Securing Declaration; **and**
- ☐ (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- ☐ (f) Original duly signed Omnibus Sworn Statement (OSS); **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder; **and**
- (g) Supplemental Bid Bulletin, if applicable

##### *Financial Documents*

- ☐ (h) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC);
- or**
- A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

#### ***Class “B” Documents***

- ☐ (i) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;
- or**
- duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.



## II. FINANCIAL COMPONENT ENVELOPE

- ☐ (a) Original of duly signed and accomplished Financial Bid Form; **and**
- ☐ (b) Original of duly signed and accomplished Price Schedule(s).

