



Bids and Awards Committee

Republic of the Philippines
Professional Regulation Commission
P. Paredes St., Sampaloc, Metro Manila
Tel/Fax: 310-0037



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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.

Item #	Description	Delivered, Weeks/Months (TIMELINE)
1.	<p>1.1. Pre-Printed Card</p> <ul style="list-style-type: none"> • 100% PVC (Polyvinylchloride) • International Credit Card Standard (CR-80) • Thickness: 0.76 mm • Finishing : Laminated • No. of Litho/PMS colors on front : 4 • No. of Litho PMS color on back: 1 <p>1.2. Finished Card: Must be of good quality.</p> <ul style="list-style-type: none"> • The ID card must not easily break. • The print and color of the ID card must not fade easily. • The ID card plastic lamination must not easily disintegrate. <p>1.3. Overt Security Features:</p> <ul style="list-style-type: none"> • Pre-Printed Serial card number (with tactile effect) • Pre-printed Security Super Microprinting • Pre-printed Name & signature of Issuing Official • Cardholder's Photo • Ghost Image of Photo <p>1.4. Covert Security Features:</p> <ul style="list-style-type: none"> • Invisible ink (UV) security printing across the card surface and over the cardholder's details <p>1.5. Additional Feature</p> <ul style="list-style-type: none"> • Space for signature of Professional • Black Psuedo-Magnetic Stripe with the PRC mailing address and Website address. 	During Contract Implementation



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2.	<p>Number and cost of pre-printed card</p> <p>Quantity : 1,000,000 pieces</p> <p>Total Cost: Php. 13,350,000.00</p> <p>Number of Consumables shall be sufficient and must always to personalize for 1,000,000 pieces pre-printed ID Cards, which shall be delivered as provided in the schedule.</p>	<p>- 250,000 pieces of PRC pre-printed ID cards with consumables within thirty (30) days from receipt of letter request for delivery.</p>														
3.	<p>3.1 Rolls of Ribbon. Must be able to print 1,000,000 pieces of PRC ID Cards (must be compatible with the card printing equipment).</p> <ul style="list-style-type: none">• Five (5) panel color ribbon• Testing of ribbon printing capacity will be conducted before the post qualification stage. <p>3.2 Cleaning kit must be sufficient to cover the printing of 1,000,000 pieces of ID cards (must be compatible with the card printing equipment).</p>	<p>able to print the quarterly requirement</p> <p>able to clean the printing equipment quarterly</p>														
4.	<table><tr><th colspan="2">Free Use of IT Equipment and Accessories</th></tr><tr><th>Particulars</th><th>Number of Units</th></tr><tr><td>ID Card Printers</td><td>100</td></tr><tr><td>Scanners</td><td>100</td></tr><tr><td>Personal Computers with Operating System</td><td>65</td></tr><tr><td>Cables and Connectors</td><td>65</td></tr><tr><td colspan="2">Current service provider, if declared to be the winning bidder, shall replace non-serviceable IT equipment within seven (7) calendar days from notice by the procuring entity.</td></tr></table>	Free Use of IT Equipment and Accessories		Particulars	Number of Units	ID Card Printers	100	Scanners	100	Personal Computers with Operating System	65	Cables and Connectors	65	Current service provider, if declared to be the winning bidder, shall replace non-serviceable IT equipment within seven (7) calendar days from notice by the procuring entity.		<p>During Contract Implementation</p>
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5.	<p>Distribution of IT Equipment</p> <p>5.1. Central Office - 21 units</p> <p>5.2. Regional Offices - 37 units</p> <p>5.3. Robinsons Service Centers - 31</p> <p>5.4. Back-up - 5 units</p>	<p>During Contract Implementation</p>														



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6.	Additional Technical Documents: 6.1 Submission of Three (3) pieces of sample PRC pre-printed ID Cards (front and back).	During the Bid Opening
	6.2 Certification of the results of test from the Department of Science and Technology (DOST) as to the technical specifications of the card such as: (100% PVC (Polyvinyl Chloride); International Credit Card Standard (CR-80); Thickness: 0.76 mm; Finishing: Laminated; No. of Litho/PMS colors on front: 4; and No. of Litho PMS color on back: 1 (during post-qualification)	During Post Qualification
7.	Additional Technical Parameters: 7.1 The Bidder shall ensure security in the delivery of the Pre-Printed ID cards from its local manufacturing plant or Warehouse to the Premises of PRC.	During Contract Implementation
8.	The BIDDER shall provide a backup unit in case of breakdown of ID card printing equipment. BIDDER shall provide the necessary parts, maintenance and repair services, on all the equipment units included in this agreement "free of charge" during the term of this agreement.	During Contract Implementation
9.	BIDDER shall assure PRC that the PVC card materials to be used are genuine and of good quality. The PRC pre-printed ID Cards shall be made of PVC materials in accordance with the design and color specified by PRC. BIDDER shall ensure the quality and consistency of the prescribed security features of the PRC pre-printed ID Cards.	During Contract Implementation
10.	BIDDER shall ensure the quality of the PRC pre-printed ID Cards. PRC shall countercheck the number of cards delivered and inspect them for quality control.	During Contract Implementation
11.	BIDDER shall issue a Certification to PRC that it shall manufacture PRC designed pre-printed PVC Card for PRC Professional ID Cards from its local manufacturing plant only for PRC's use. BIDDER shall likewise provide PRC with a Certification that the PRC designed ID cards is in accordance with quantity and specifications and that no extra PRC ID cards have been printed for BIDDER's use.	During Contract Implementation
12.	BIDDER shall not disclose the security features of the PRC pre-printed ID Cards to anyone except to the PRC Chairman .	During Contract Implementation
13.	BIDDER , with its conformity, shall provide the sufficient additional equipment and consumables without cost on the part of PRC in the printing of PRC pre-printed ID cards.	During Contract Implementation



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14.	The pre-printed PVC cards manufactured by the BIDDER as consumable materials for printing shall not exceed the number ordered and required by PRC.	During Contract Implementation
15.	PRC shall be the owner of the design and security features of the PRC Professional ID Cards. The digital copy of the design used by BIDDER in the printing of pre-printed PRC Professional ID Cards shall be returned to PRC at the expiration of the Contract.	During Contract Implementation
16.	Any information gained by BIDDER or any of its employees is confidential in nature, and shall be absolutely treated as such by BIDDER and all of its employees.	During Contract Implementation
17.	BIDDER shall deliver to the PRC Supply and Property Division the pre-printed PRC Professional ID Cards in accordance with the timeframe provided in this Contract.	During Contract Implementation
18.	Acceptance of delivery of the PRC pre-printed ID Cards shall be evidenced by appropriate delivery receipts/invoices duly signed by the Supply and Property Division after proper inspection of the delivered PRC pre-printed ID Cards.	During Contract Implementation
19.	The rejected PRC pre-printed ID Cards due to errors attributable to BIDDER shall be borne by it in the amount equivalent to the cost of PRC pre-printed ID Cards.	During Contract Implementation
20.	Unless prevented by fortuitous event, failure of BIDDER to comply with the terms and conditions of this Contract, particularly the full delivery of the number of PRC pre-printed ID Cards required by PRC, PRC shall be authorized to deduct/retain, as liquidated damages, from any money due to BIDDER or collect from the performance security an amount equal to one-tenth (1/10) of one percent (1%) of the contract price of the undelivered PRC pre-printed ID Cards for every calendar day of delay in the delivery of the PRC pre-printed ID Cards, but not to exceed fifteen percent (15%) of the contract price of the delivered items.	During Contract Implementation
21.	In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier for a minimum period specified in the SCC. The obligation for the warranty shall be covered by, at the Supplier's option, either retention money in an amount equivalent to at least ten percent (10%) of every progress payment, or a special bank guarantee equivalent to at least ten percent (10%) of the Contract Price or other such amount if so specified in the SCC. The said amounts shall only be released after the lapse of the warranty period specified in the SCC; provided, however, that the Supplies delivered are free from patent and latent	During Contract Implementation



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	defects and all the conditions imposed under this Contract have been fully met.	
22.	PRC has the right to terminate this contract upon constructive receipt of written notice and forfeit in its favor the performance security posted by BIDDER, without need of judicial action, should BIDDER fail to perform any of its obligations/undertakings stipulated under this Contract. Furthermore, any change in this Contract, except the contract price, shall not require prior approval of the surety and shall in no way annul, release or affect the liability of BIDDER.	During Contract Implementation
23.	BIDDER warrants that it shall remain an entity existing under and by virtue of Philippine laws, duly licensed, empowered or authorized thereto to furnish, supply and produce the equipment, materials and supplies mentioned in this Agreement and that its delivery and use do not violate any provision of law, regulation or any indenture, contract or other undertaking to which BIDDER is a party.	During Contract Implementation
24.	BIDDER warrants the quality and genuineness of all supplies, materials and equipment used for the printing and supply of PRC Professional ID Cards under this Agreement.	During Contract Implementation
25.	BIDDER warrants that all the rules on bidding have been complied with; that all representations in the proposals and the documents submitted are complied with; that all deliveries shall be subject to testing; that all technical issues are resolved; that all representations are true and accurate; and that any information that may come to the knowledge of PRC that any of the provisions is not complied with shall be a basis for the termination of this contract by PRC without need of judicial action.	During Contract Implementation
26.	BIDDER shall be fully responsible for procuring and furnishing to the Bureau of Customs all permits, licenses and any other documents necessary for the importation to the Philippines of any equipment, supplies and materials, furnished under this Agreement.	During Contract Implementation



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27.	BIDDER shall hold and save PRC free from liability of any nature for, or on account of, any copyrighted compositions, secret process, patented inventions, articles or appliances manufactured or used in the performance of this Agreement.	During Contract Implementation
28.	BIDDER warrants that its owner, or any of its officials, has not offered and will not offer any sum of money or non-financial favor to any member of the Bids and Awards (BAC) Committee, or any official or employee of the Commission, in return for a favorable consideration of the subject bid; and acknowledge and agree that such act of offer constitutes the criminal offense of bribery for which the owner of the company and the company shall be liable for sanctions under existing laws and outright disqualification of the company from bidding.	During the Bidding
29.	BIDDER shall provide manpower for the maintenance of the ID card printing equipment on a monthly basis. The Bidder shall also provide blank ID cards for the PRC Employees and the Professional Regulatory Boards without additional cost on the part of PRC or its Employees.	During Contract Implementation
30.	Bidder warrants that it shall be compliant with labor laws and standards in accordance with GPPB Circular No. 01-2008 under Section 3.3 Hence, the winning bidder in its billing proof of remittance of payment shall include, but not limited to, photocopies of official receipt of payment to PhilHealth, PAG-IBIG, SSS and the like, as may be applicable.	During Contract Implementation

ACKNOWLEDGEMENT AND COMPLIANCE WITH THE OF TERMS OF REFERENCE FOR THE SUPPLY AND DELIVERY OF PRC PRE-PRINTED ID CARDS AND CONSUMABLES WITH FREE USE OF ID CARD PRINTING EQUIPMENT (2018)

SIGNATURE OVER PRINTED NAME
OF AUTHORIZED REPRESENTATIVE,
DESIGNATION AND PRINTED NAME OF COMPANY