

PURCHASE REQUEST

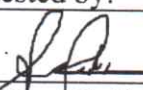

Entity Name: CIVIL SERVICE COMMISSION Fund Cluster:

Office Section:	PR No.	2021010036		Date: 22 January 2021	
PAIO-PMRD	Responsibility Center Code:				
Stock/property	Unit	Item/Description	Quantity	Unit Cost	Total Cost
		Procurement of three (3) branded workstations for the Public Assistance and Information Office			P600,000
		IMPORTANT: Please read all requirements and the guidelines under NOTES below first before bidding			
		Minimum specifications or <u>equivalent/higher compatible alternatives:</u>			
		1. WORKSTATION #1			
		Display: 27-inch monitor (diagonal) with built-in CPU			
		Processor: 8-core 10 th generation processor, or equivalent compatible processor (should have 64-bit support)			
		Graphics: Graphics processor with 16GB memory			
		Memory: 64GB RAM			
		With high resolution video support and built-in camera			
		Storage: 1TB storage			
		Input: Wireless mouse and keyboard			
		Connections and expansions: Ethernet port using RJ-45 connector; SDXC card slot with support for UHS-II, compact flash and micro SD card; ports for USB 3.0; with support for: Display/monitor port, USB 3.1 Gen 2, USB-C, HDMI, DVI, and D-Sub VGA adapters			
		Wireless: Wi-Fi wireless networking compatible with Bluetooth 4.2 wireless technology			
		Software/apps: with built-in operating system			
		VAC: Compatible to 220 VAC			
		With at least one-year warranty and tech support			
		2. WORKSTATIONS #2 and #3:			
		Display: 27 inch monitor (diagonal) with built-in CPU			
		Processor: 8-core 10 th generation processor, or equivalent compatible processor (should have 64-bit support)			
		Graphics: Graphics processor with 8GB memory			
		Memory: 16GB RAM			
		With high resolution video support and built-in camera			
		Storage: 1TB storage			
		Input: Wireless mouse and keyboard			
		Connections and expansions: Ethernet port using RJ-45 connector; SDXC card slot with support for UHS-II, compact flash and micro SD card; ports for USB 3.0; with support for: Display/monitor port, USB 3.1 Gen 2, USB-C, HDMI, DVI, and D-Sub VGA adapters			

		Wireless: Wi-Fi wireless networking compatible with Bluetooth 4.2 wireless technology			
		Software/apps: with built-in operating system			
		VAC: Compatible to 220 VAC			
		With at least one-year warranty and tech support			
		Important instructions for suppliers:			
		1. If you will not be able to meet the minimum specifications, <u>please submit a justification PER ITEM as to why you propose different specs (example: compatibility issues)</u>			
		2. Your quote should be valid for at <u>least three (3) months.</u>			
		3. Address your bids to the CSC Bids and Awards Committee and submit online through csc.ofam.pmd@gmail.com , then send a copy to csc.pmr@gmail.com .			
		4. Ensure that you are able to comply with government payment terms;			
		5. Ensure you are able to complete delivery and installation assistance within three (3) months from date of approval/PO signing;			
		6. For queries, contact the end user at CSC PAIO via csc.pmr@gmail.com .			

Purpose: For immediate replacement of malfunctioning/outdated personal computers and OS for urgent video and audio editing, graphic design, and layout tasks committed under the CSC's Integrated Marketing and Communication Plan

To be charged against ISSP FUNDS (please see all supporting documents attached)

	Requested by:	Approved by:
Signature:		
Printed name:	Erika Jean C. Cabanawan	Ma. Theresa C. Fernandez
Designation:	Supervising HRS	Director III