

ANNEX “A”
TERMS OF REFERENCE

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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 II:	<p>Supply, Delivery, Installation, Integration, Training, Testing and Commissioning of Digital Microwave Communications Studio-to-Transmitter Link (STL) for the Live Broadcast of TV production of the Visayas Media Hub</p>
ABC:	<p>Seven Million, Eight Hundred Sixty-Six Thousand, Four Hundred Eighty-Nine Pesos (PHP 7,866,489.00)</p>
Objective	<p>To provide reliable studio-to-transmitter links of live coverage and studio production of news, events and public affairs communications for the Visayas region.</p> <p>The equipment and accessories to be procured will be used to enhance the capabilities of the government to disseminate information through the production of programs and contents for the Filipino people, featuring the activities of the Presidency and the entire Government.</p>

1. 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. Special Conditions of the Contract

2.1. Payment Terms

The payment to the winning bidder shall be processed after the issuance of the certificate of completion and final acceptance. There shall be no partial payments and/or progress billings. All requirements for such payment shall be coordinated by the winning bidder to the property section

2.2 Best Payment Terms in Philippine Pesos delivered to site.

3. Technical Qualification

3.1 Track Record Certifications

3.1.1 The supplier must have a track record of similar broadcast communication equipment supply, delivery, installation and commissioning. The supplier must submit purchase orders, contracts of similar items delivered.

3.1.2 The supplier should have a certificate of exclusive distributor or authorized dealer/reseller from the manufacturer.

3.1.3 Certification from the principal that the supplier has the technical knowledge capability for a 24/7, 365 days a year equipment repair, maintenance and support service.

3.1.4 The supplier shall include one (1) year extended warranty certificate from the standard of one (1) year for the equipment maintenance and support during operation.

3.1.5 Certification from the principal that the supplier has the technical knowledge capability for a 24/7, 365 days a year equipment repair, maintenance and support service.

3.2 Equipment Specifications and Technical Requirements

3.2.1. The supplier shall deliver equivalent or even better equipment, technical specifications and system configuration. Please see the attached List of Equipment with detailed Technical Specifications.

3.2.2 The equipment shall have a portability provision that requires the units to be utilized as STL or remote setup.

3.2.3 This system shall be capable of initially linking Two (2) video/audio services, both SDI and TS-ASI and must be able to expand for future requirements. The link configuration shall be hybrid and expandable and expandable up to four (4) video/audio channel services.

4. Scope of Work and Instruction to Bidder

4.1 To supply, delivery, installation, integration, testing, training and commissioning of Digital Microwave communication equipment for STL of live broadcast transmission with complete standard accessories for the studio live news, events and public affairs coverage and operations of PCO.

4.2 The supplier shall deliver equipment and accessories from reputable manufacturer with wide experience in manufacturing and installing of broadcast system. The supplier shall supply brandnew equipment with latest model.

4.3 Supplier should provide factory test data and commissioning acceptance data to PCO for verification.

4.4 The supplier shall provide all standard accessories that come with the equipment not stated above such as: cables, connectors, adaptors, and other materials for the installation and integration of equipment and system. All items essential for the completeness of the system must be offered even if not mentioned anywhere in the specifications.

4.5. The supplier must bring its own spectrum analyzer and all other tools to be used during the installation, training, testing and system acceptance test.

5.0 Warranties

6.1 The supplier shall likewise guarantee that the newly purchased broadcast equipment and accessories supplied, delivered, installed and commissioned is free from defects in manufacture for a period of TWO (2) years from the date of turn over to and final acceptance.

6.2 The supplier shall likewise guarantee the performance on actual operation and stability of the supplied new broadcast equipment and accessories shall be for a period of no less than five (5) years of normal use and service from the date the same has been turned over to and accepted.

6.3 The obligation under all warranties shall cover all repairs or replacements of defective equipment and accessories and the shipment of repaired or replaced parts to the purchaser shall be at the cost of the provider/bidder account.

6.4 The supplier shall guarantee the availability of spare parts and technical service support for a minimum of five (5) years after the sale of equipment and accessories.

6.5 The supplier shall ensure that they will provide a spare unit in case the supplied equipment has trouble and needs to be repaired.

7. Technical Services and Trainings

7.1 A two (2) day actual training after installation for operation and maintenance on site will be held with emphasis on basic adjustments and diagnostics of the equipment. All requirements and expenses for the testing, training and commissioning, including inspection shall be at the account of the supplier.

7.2 The equipment supplied and delivered should be fully tested at the factory before shipment and also provide certification on the final acceptance.

7.3 Equipment supplied failed to operate during the warranty period must be replace with a brand new unit.

8. Technical Support

8.1 The supplier should provide customer service engineers available for telephone, internet, or onsite service 24 hours a day, 365 days a year to answer questions and provide recommendations for concerns regarding: General equipment operation, causes, action, remedies for equipment failure, preventive maintenance and other technical concerns that may arise.

NOTE: The above-mentioned eligibility requirements are in addition to the eligibility requirements under R.A. 9184.

9. Approved Budget for the Contract (ABC) of **Seven Million, Eight Hundred Sixty-Six Thousand, Four Hundred Eighty-Nine Pesos (PHP 7,866,489.00)** for the Supply, Delivery, Installation, Integration, Training, Testing and Commissioning of Digital Microwave Communications Studio-to-Transmitter Link (STL) for the Live Broadcast of TV production of the Visayas Media Hub

10. Delivery Period and Delivery Site

The supplier shall Supply, Delivery, Installation, Integration, Training, Testing and Commissioning of Digital Microwave Communications Studio-to-Transmitter Link (STL) for the Live Broadcast of TV production of the Visayas Media Hub at Barangay Subangdaku, Mandaue City, Cebu and Mt. Busay, Cebu within Ninety (90) days from the issuance of Notice to Proceed.