



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF TRANSPORTATION  
MARITIME INDUSTRY AUTHORITY

**TECHNICAL SPECIFICATIONS**

Project Description	Supply and Delivery of Shredder (crisscross)
<b>Approved Budget of the Contract</b>	The Approved Budget for the Contract No. is <b>Php 300,000.00</b> inclusive of all applicable taxes, transport/delivery or other miscellaneous expenses and will be charged against the MARINA Central Office funds FY 2025.
<b>Specifications/ Deliverables</b> <i>(Ex. Size, color, materials used and other specs requirements)</i>  <b>Ten (10) unit Shredder (crisscross)</b>	With Physical Store within Metro Manila ✓  <i>Specification:</i> <ul style="list-style-type: none"><li>➤ <i>Shred Capacity: 10 sheets</i></li><li>➤ <i>Shred Speed: 3.0m/min/Weight: 19.08kg</i></li><li>➤ <i>Energy Saving Technology: Power off after 30mins of non-use</i></li><li>➤ <i>35L pull-out bin design for easy emptying</i></li><li>➤ <i>Pull-out bin design with big see-through window</i></li><li>➤ <i>Universal wheels for easy movement</i></li></ul>
<b>Other End-User Requirements</b> <i>(Ex. Warranty, photos of the product and other end-user requirements)</i>	<b>GENERAL SCOPE OF SERVICES:</b> <ol style="list-style-type: none"><li>1. All bids shall be considered as fixed prices and not subject to price escalation during contract implementation;</li><li>2. The prospective supplier warrants that it shall strictly conform to all the Terms and Conditions of this Terms of Reference;</li><li>3. The prospective shall provide photo/picture of the items being procured. Photo/pictures of items not compliant with the requirement will be disqualified;</li><li>4. The winning supplier who accepted a Purchase Order and Notice to Proceed but failed to deliver the required Goods within the time called for in the Purchase Order shall be disqualified in participating from future procurement activities of MARINA. This is without prejudice to the imposition of other sanctions prescribed under R.A. 9184 and its Revised IRR against the supplier; and</li></ol> <b>WARRANTY PERIOD:</b> <ol style="list-style-type: none"><li>1. One (1) year warranty on parts and services;</li></ol>

	2. After Sales Service and Support during the warranty period, all reported defects shall be completely/satisfactorily repaired/replaced by the winning supplier.
<b>Delivery Terms</b> <i>(to be determined by the End-User)</i>	The delivery period is within <b>15 calendar days</b> upon confirmation of Purchase Order (PO) at the Maritime Industry Authority Central Office. MARINA Building, 20 <sup>th</sup> St., corner Bonifacio Drive, 1018 Port Area (South), Manila.
<b>Payment Terms</b> <i>(Government terms 15-30 CD)</i>	Within Fifteen-Thirty (15-30) calendar days upon receipt of billing invoice/SOA and issuance of Inspection and Acceptance Report by MARINA
<b>Documentary Requirements</b> <b>(per RA9184)</b>	<ol style="list-style-type: none"> <li>1. Phil GEPS Registration</li> <li>2. Mayor's Permit/ Business Permit</li> <li>3. The bidder must submit an Omnibus Sworn Statement <ol style="list-style-type: none"> <li>3.1 To attach duly notarized Special Power of Attorney (if representing the owner of a sole proprietorship), or</li> <li>3.2 To attach duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable if representing a Partnership, Corporation, Cooperative, or Joint venture.</li> </ol> </li> </ol>
<b>Note: Prospective suppliers must comply with all of the above requirements to become eligible with the said procurement project.</b>	

Prepared by:

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Approved by:

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