



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO ST., SAN MIGUEL, MANILA

BIDS AND AWARDS COMMITTEE

Resolution No. 2017- 65

WHEREAS, the Department of Budget and Management-Bids and Awards Committee (DBM-BAC) conducted a public bidding for the Project, "e-Technical Library," with an Approved Budget for the Contract of P9,000,000.00;

WHEREAS, on October 10, 2017, an Invitation to Bid was posted on the Philippine Government Electronic Procurement System website, the DBM website, and all DBM bulletin boards;

WHEREAS, Supplemental/Bid Bulletin No. 1 was issued on October 19, 2017 to clarify, modify or amend items in the Bidding Documents;

WHEREAS, five (5) prospective bidders, namely: (i) Electronic Information Solutions, Inc.; (ii) OMRI Consultancy and Marketing Services.; (iii) the Joint Venture of ISI Icomteq and Beacon Solutions, Inc.; (iv) 1KS; and (v) Questronix, responded to the said Invitation and attended the Pre-bid Conference on October 26, 2017;

WHEREAS, Supplemental/Bid Bulletin No. 2 was issued on November 2, 2017 to clarify, modify or amend items in the Bidding Documents;

WHEREAS, during the submission and opening of bids on November 9, 2017, four (4) bidders submitted their bids, namely: (i) Electronic Information Solutions, Inc.; (ii) OMRI Consultancy and Marketing Services; (iii) the Joint Venture of ISI Icomteq and Beacon Solutions, Inc.; and (iv) HTech Corporation;

WHEREAS, after preliminary examination of the bids, the BAC, using non-discretionary "pass/fail" criteria, determined the submission of all bidders as "passed" for complying with all the eligibility and technical requirements as stated in the Bidding Documents;

WHEREAS, after evaluation, the bidders were ranked according to their financial proposals in the following order:

- | | |
|--|--------------------|
| 1. OMRI Consultancy and Marketing Services | - Php6,041,900.00; |
| 2. Electronic Information Solutions, Inc. | - Php7,058,800.00; |
| 3. HTech Corporation | - Php8,800,000.00; |
| 4. the Joint Venture of ISI Icomteq and Beacon Solutions, Inc. | - Php8,993,600.00; |

WHEREAS, the BAC declared the submission of OMRI Consultancy and Marketing Services as the Lowest Calculated Bid in the amount of P6,041,900.00;

WHEREAS, under Resolution No. 2017-57 dated November 23, 2017, the BAC declared OMRI Consultancy and Marketing Services as post disqualified and that post-qualification be conducted on the second Lowest Calculated Bidder (Electronic Information Solutions, Inc.);

WHEREAS, on December 6, 2017, OMRI Consultancy and Marketing Services filed a Request for Reconsideration, averring, among others, that the inconsistency between the dates in the photocopy of Official Receipt (OR) No. 507 and in its original was due to the fact that "one of [Michael John O. Servano's (OMRI's owner)] employees admitted to having changed the date on the submitted copy of OR No. 507," without Mr. Servano's knowledge;

WHEREAS, under Resolution No. 2017-61 dated December 12, 2017, the BAC denied the Request for Reconsideration filed by OMRI Consultancy and Marketing Services, and informed the latter in writing about the said decision;


WHEREAS, after careful evaluation, validation and verification of the eligibility, technical and financial proposals of the bid of the 2nd Lowest Calculated Bidder, the BAC found that the submission of Electronic Information Solutions, Inc. passed all the criteria for post-qualification; thus, it was declared as the Lowest Calculated and Responsive Bid in the amount of P7,058,800.00;

WHEREAS, in a meeting on December 21, 2017, the BAC agreed to recommend to the Secretary of Budget and Management the approval of the Notice of Award, provided that there is no protest by OMRI Consultancy and Marketing Services, the 1st Lowest Calculated Bidder, as of December 28, 2017;

NOW, THEREFORE, for and in consideration of the foregoing premises, the BAC **RESOLVED**, as it hereby **RESOLVED**, to recommend to the Secretary of Budget and Management that the contract for the Project, "e-Technical Library," be awarded to Electronic Information Solutions, Inc. in accordance with Republic Act No. 9184 and its 2016 Revised Implementing Rules and Regulations, provided that there is no protest by OMRI Consultancy and Marketing Services, the 1st Lowest Calculated Bidder, as of December 28, 2017.

ADOPTED, this 21st day of December 2017 at the Department of Budget and Management, General Solano St., San Miguel, Manila.


ANDREA CELENE M. MAGTALAS
End-user Representative


JESUSA DIMPNA O. LEJOS
Member


VIRGILIO A. UMPACAN, JR.
B.U.D.G.E.T. Representative

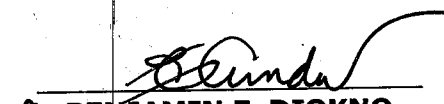

DOLORES E. GALURA
Member

not present
ROWENA CANDICE M. RUIZ
Member


RYAN S. LITA
Vice Chairperson


CLARITO ALEJANDRO D. MAGSINO
Chairperson

☒ Approved
☐ Disapproved


BENJAMIN E. DIOKNO
Secretary, DBM



Date: 12-27-17



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

BIDS AND AWARDS COMMITTEE

NOTICE OF AWARD

MR. NORBERTO H. AGUHO
Business Development Executive
Electronic Information Solutions, Inc.
Rm. 2016 Auro-Vir Plaza
1695 Evangelista St., Bangkal
Makati City, Metro Manila

Dear **Mr. Aguho:**

We are pleased to inform you that the contract for the Project, "e-Technical Library," is hereby awarded to Electronic Information Solutions, Inc. in the amount of P7,058,800.00.

In this regard, you are hereby required to post a performance security in the amount and form stated in Section 39 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 prior to the signing of the contract.

Very truly yours,


BENJAMIN E. DIOKNO
Secretary



12/29/17
RECEIVING COPY
NORBERTO AGUHO

CONTRACT No. 2017-JB
E-TECHNICAL LIBRARY

This CONTRACT made and entered into by and between the following:

DEPARTMENT OF BUDGET AND MANAGEMENT, a government agency created by virtue of the laws of the Republic of the Philippines, with principal office address at General Solano St., San Miguel, Manila, represented herein by **UNDERSECRETARY TINA ROSE MARIE L. CANDA**, hereinafter called the "**DBM**";

- and -

ELECTRONIC INFORMATION SOLUTIONS, INC., a corporation duly organized and existing under the laws of the Republic of the Philippines, with office address at Room 206 Auro-Vir Plaza, 1695 Evangelista St., Bangkal, Makati City, Metro Manila, represented by **NORBERTO H. AGUHO**, hereinafter referred to as the "**SUPPLIER**";

WITNESSETH:

WHEREAS, the DBM conducted a public bidding for the Project, "e-Technical Library," and the bid of the Supplier is in the amount of Seven Million Fifty Eight Thousand Eight Hundred Pesos (P7,058,800.00), hereinafter called the "Contract Price";

WHEREAS, the Notice of Award was issued to the Supplier last December 28, 2017, and the Supplier posted its performance security on December __, 2017;

NOW, THEREFORE, for and in consideration of the foregoing premises, the parties hereby mutually stipulate and agree as follows:

1. In this Contract, words and expressions shall have the same meanings as are respectively assigned to them in the General and Special Conditions of Contract referred to in Annex D and E, respectively.
2. The following documents shall form and be read and construed as part of this Contract:

Annex A	-	Bid Form
B	-	Schedule of Requirements
C	-	Technical Specifications
D	-	General Conditions of Contract
E	-	Special Conditions of Contract
F	-	Notice of Award
G	-	Performance Security

3. In consideration of the payments to be made by the DBM to the Supplier, the Supplier hereby covenants with the DBM to provide the Goods and Services and to remedy defects therein in conformity with the provisions of the Contract.
4. The DBM hereby covenants to pay the Supplier, in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the time and in the manner prescribed by the Contract.

DEC 29 2017

IN WITNESS WHEREOF, the parties hereto have signed this Contract on this ____ day of _____, 2017 at General Solano St., San Miguel, Manila, Philippines.

DEPARTMENT OF BUDGET
AND MANAGEMENT
by:


TINA ROSE MARIE L. CANDA
Undersecretary
Officer-in-Charge, DBM

ELECTRONIC INFORMATION
SOLUTIONS, INC.
by:



NORBERTO H. AGUHO

SIGNED IN THE PRESENCE OF


ANDREA CELENE M. MAGTALAS
Director
Administrative Service


MA. CHARLENE R. CADIZ

CERTIFIED FUNDS AVAILABLE


JEFFREY D.M. GALARPE
Officer-in-Charge, ACCOUNTING DIVISION

ORS No: 02/01/2017-12-27/19
ORS Date: 12/29/17

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
CITY OF MANILA) S.S.

BEFORE ME, a Notary Public for and in the City of MANILA, Philippines on this DEC 29 2017
day of _____, 2017 personally appeared the following:

NAME	VALID ID	VALID UNTIL
TINA ROSE MARIE L. CANDA	DBM ID No.	

NORBERTO H. AGUHO CRN# 0033-4974308-1 / SSS ID

known to me to be the same persons who executed the foregoing Contract and who acknowledged to me that the same is their free and voluntary act and deed and of the entities they respectively represent.

This CONTRACT for the e-Technical Library was signed by the parties, and their material witnesses on each and every page thereof.

WITNESS MY HAND AND SEAL this _____ day of DEC 29 2017, 2017.

Doc. No. 491;
Page No. 99;
Book No. LV;
Series of 2017.

ATTY. JOSELYN BONNIE V. VALEROS

NOTARY PUBLIC, ROLL NO. 54515

PTR No. 5921026 Issued on: Dec. 27, 2016 Until Dec. 31, 2017

IBP Life No. 723963 Issued on: Aug. 21, 2007

Commission No. 2016-099 Issued on: April 06, 2016, Until Dec. 31, 2017

MCLE No. V-0022298 Issued on June 14, 2016 Valid until April 14, 2019

Office Add: Imperial Bayfront Tower, 1642 A. Mabini, Manila

TIN No. 215-945-713-000

Bid Form

Date: November 8, 2017

Invitation to Bid No.: **DBM-2017-22**

To: **Department of Budget and Management**
General Solano St., San Miguel, Manila

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers 1 & 2, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver, **E-Technical Library** in conformity with the said Bidding Documents for the sum of **Seven Million Fifty Eight Thousand Eight Hundred pesos (Php 7,058,800)** or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.



We agree to abide by this Bid for the Bid Validity Period specified in **BDS** provision for **ITB** Clause 18.2 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.


We certify/confirm that we comply with the eligibility requirements as per **ITB** Clause 5 of the Bidding Documents.

We likewise certify/confirm that the undersigned, is granted full power and authority by the Electronic Information Solutions, Inc., to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for **E-Technical Library** of the Department of Budget and Management.



We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Dated this 8th day of November 2017.

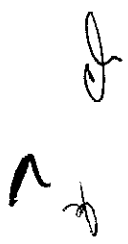


Norberto H. Aguho
[Signature]

Authorized Representative
[In the capacity of]

Duly authorized to sign Bid for and on behalf of **Electronic Information Solutions, Inc.**






For Goods Offered From Within the Philippines

Name of Bidder: Electronic Information Solutions, Inc. Invitation to Bid¹ Number .

Page of .

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXW per item	Cost of local labor, raw material, and component ²	Total price EXW per item (cols. 4 x 5)	Unit prices per item final destination and unit price of other incidental services	Sales and other taxes payable per item if Contract is awarded	Total Price delivered Final Destination (col 8 + 9) x 4
1	Management Fee	Phil	1	437,000	437,000	437,000	437,000	58,800	490,000
2	Hardware Infrastructure	Phil	1 set	1,532,142.86	1,532,142.86	1,532,142.86	1,607,142.86	192,857.14	1,800,000
3	Software Component	Phil	1 set	1,620,000	1,620,000	1,620,000	1,675,000	201,000	1,876,000
4	Document Scanner Lease	Phil	3 sets	355,357.14	355,357.14	1,066,071.43	1,066,071.43	127,928.57	1,194,000
5	Hand held scanner lease	Phil	3	31,250	31,250	93,750	93,750	11,250	105,000
6	Project Implementation Fee	Phil	1	350,000	350,000	350,000	350,000	42,000	392,000
7	Training and Technology Transfer	Phil	1 set	470,357.14	470,357.14	470,357.14	470,357.14	56,442.86	526,800
8	Support and Maintenance	Phil	1 set	602,678.57	602,678.57	602,678.57	602,678.57	72,321.43	675,000
TOTAL: PhP									7,058,800

Prepared by:


Norberto H. Aguho

¹ If ADB, JBIC and WB funded projects, use IFB.



Section VI. Schedule of Requirements

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

Item	Description	Delivery Date
1.	Hardware Operability	Within a month upon the receipt of the Notice to Proceed
2.	System Operability	Within two (2) months upon the receipt of the Notice to Proceed
3.	Scanning Equipment Setup	Within two (2) months upon the receipt of the Notice to Proceed
4.	Technology Transfer	Within three (3) months upon the receipt of the Notice to Proceed
5.	System Documentation	Initial documentation shall be submitted within the 4 th month upon the receipt of the Notice to Proceed subject to further updates (refer to Annex A)
6.	System Maintenance and Support	Within the 4 th month up to the 12 th month upon the receipt of the Notice to Proceed

Note: Please refer to Annex A for the detailed project timeline, scope of work and other requirements for the project.

I hereby certify to comply and deliver all the above requirements.

Electronic Information Solutions, Inc
Name of Company/Bidder
Representative


Norberto H. Aguho
Signature over Printed Name of

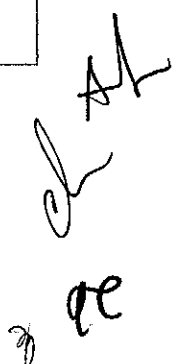
NOVEMBER 08, 2017
Date

Handwritten initials and marks on the right side of the page, including "AH", "ch", and "98".

Section VII. Technical Specifications

Bidders must state here either "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification."

Item	Specification	Output	Bidder's Statement of Compliance
A. Scope of Work			
1.	Document Classification	Please refer to Annex A (Terms of Reference)	COMPLY
2.	Document Capture Imaging		COMPLY
3.	System Management Training		COMPLY
4.	Access and Security		COMPLY
5.	Transaction		COMPLY
6.	Maintenance and Reference		COMPLY
7.	Reporting		COMPLY
B. Project Timeline			
1.	Hardware Operability	• Delivery and configuration of loaner server	COMPLY
2.	System Operability	• Installation of license • Delivery of license	COMPLY
3.	Scanning Equipment Setup	• Installation of scanning equipment	COMPLY
4.	Technology Transfer	• Product Training • Technical and Administrative Training • User Training	COMPLY
5.	System Documentation	• Technical and systems documentation (including system specifications)	COMPLY
6.	System Maintenance and Support	• Technical support • Software updates ¹ • Software enhancements ²	COMPLY

C.	Service Level Agreement	Please refer to Annex A (Terms of Reference)	COMPLY
D.	System Requirements		COMPLY
E.	Subscription Duration		COMPLY
F.	Payment Terms		COMPLY

Note:

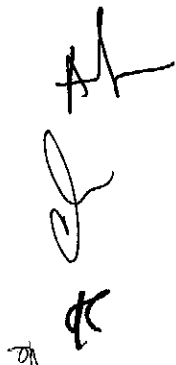
- ¹ The service provider shall make available to DBM any software update within the scope of the E-Technical Library application, subject to agreements with identified DBM B/S/Os.
- ² This shall be assessed and evaluated as a separate ad hoc undertaking.
- Please refer to Annex A for the detailed project timeline, scope of work and other requirements for the project.

I hereby certify to comply and deliver all the above requirements.

Electronic Information Solutions, Inc.
Name of Company/Bidder

Norberto H. Aguho
Signature over Printed Name of Representative

NOVEMBER 08, 2017
Date

ARCHIVE ONE

is a document management system that automates the production of compliance reports related to employee record keeping. Through automation you are ensured timely reporting of accurate information and better security of your data.

Document management systems should play a vital role in business continuity planning, risk management, compliance with data privacy laws, and disaster recovery.

Who needs a DMS

All organizations can benefit from using a DMS. The HR department is the first touch point for employees, and the main custodian of employee confidential information and thus will get immediate benefits from deploying a document management system. With a DMS all employee documents including salary appraisal, disciplinary actions etc., can now be stored in a single secure repository.

For more information about the Data Privacy Act of 2012, visit <https://privacy.gov.ph/>

ARCHIVE ONE
DOCUMENT MANAGEMENT SYSTEM
www.archive-one.net
sales@paperlesstrail.net
893.5951/893.5983

fl
cl
a
g

PRACTICAL DOCUMENT MANAGEMENT

Archive One is a document management system designed to help document administrators classify, store, secure, search for and retrieve essential company documents.

Archive One helps you to manage and backup documents, either in a cloud server, or on your internal server, freeing up valuable office space previously used to store hardcopy documents.

DOCUMENT INTEGRITY

Using version control, Archive One helps to maintain document integrity.

Administrators can track users who have accessed the system and which documents they have viewed, allowing the company to monitor secure and confidential information.

SEARCH

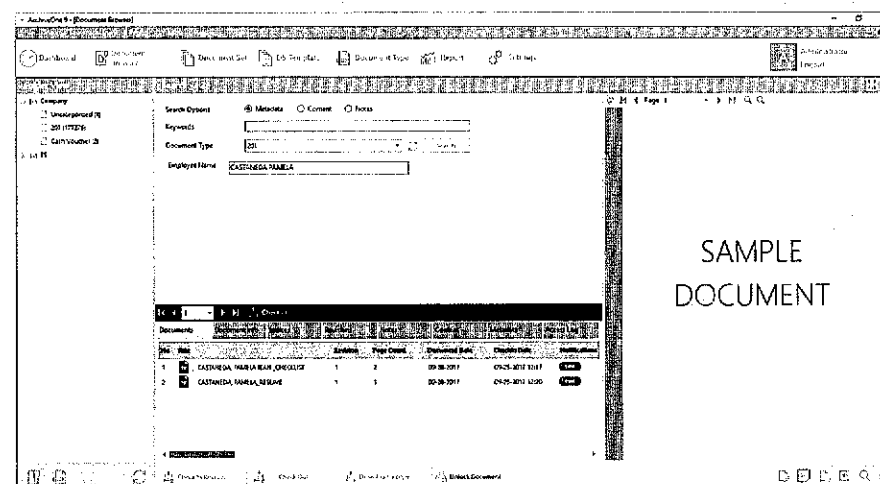
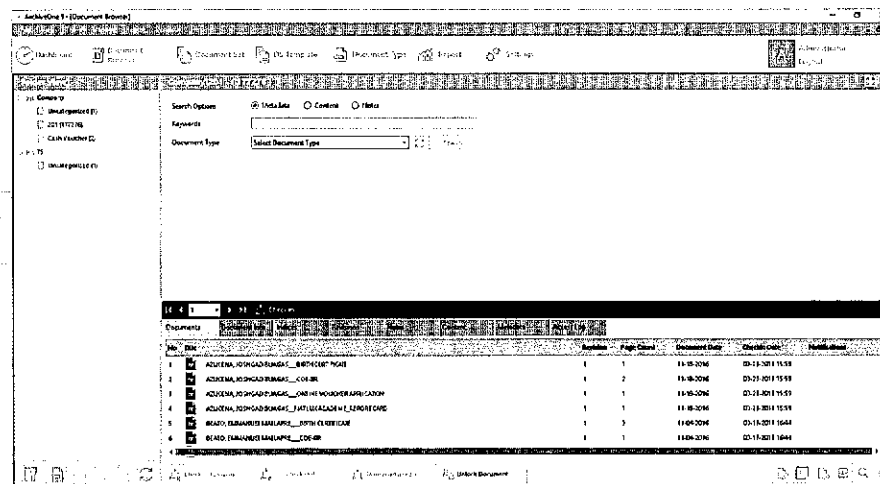
Keyword or Full Text Search allows users to find documents easily. It is as simple as using a search engine. More keywords bring more relevant documents.

Developed & Supported by:



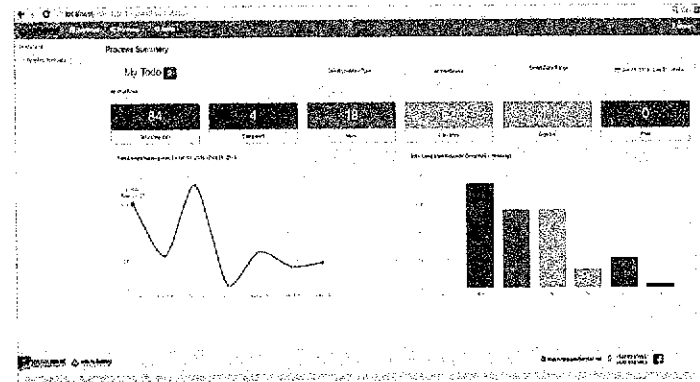
KEY FEATURES AND BENEFITS

- Find documents fast!
- Protect intellectual property and corporate documents.
- Archive One has stored millions of records on terabyte storage.
- Secure releases, and publish PDF/A documents to ensure that documents are not tampered with.
- Secure document access rights from viewing, to checkout.
- Secure documents through audit reports.
- NO more accidental deletions.
- Documents can be Digitally Signed with CA certificates for improved security.
- Automated tracking reports.
- Data may be integrated with existing HR/Accounting systems for better accuracy and faster turn-around times match.



SEAMLESS RELAY IN ACTION

Activity Factory is a workflow automation tool designed to help businesses manage processes within their organization.

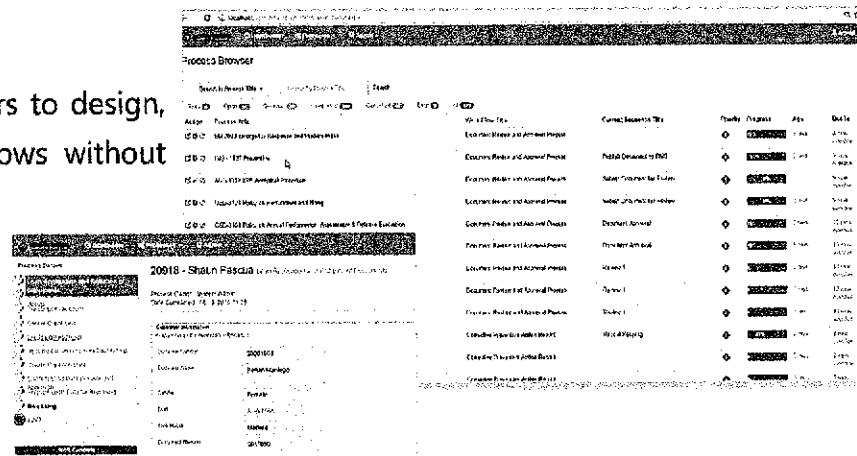


Streamline Work

Automate activities and tasks in Activity Factory to minimize manual actions. Be able to spot and remove redundant steps in the workflow process.

Quick to build

Activity Factory empowers users to design, develop and configure workflows without the need for complex coding.



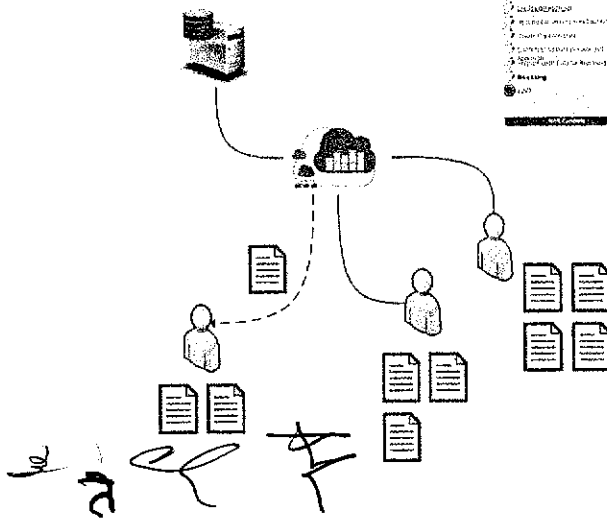
Load Assignment

Activity Factory uses resource groups when assigning owners to tasks. The resource group allow resources to delegate assigned tasks to team members within a group.



KEY FEATURES AND BENEFITS

- Keep up with changing business process needs. Make appropriate changes wherever and whenever needed.
- Automated email alerts and notifications.
- Helps employees prioritize and plan the day.
- Comes with its own workflow designer, an easy to use point and click interface. Simply think of a process, design the workflow, set user roles, then push to production.
- Tracking capability—know the status of any application or process in an instant.
- Ability to attach files and publish them directly to the DMS (Archive One).
- File Watcher Tool—Initiate new processes when files are created on monitored folders.
- Temporal Workflow Tool—Initiates new processes based on periodic schedules.
- Built for the cloud. Access Activity Factory from anywhere in the world. May be hosted in a public cloud or a private server.



DiskStation

DS3617xs



Synology DiskStation DS3617xs provides the reliable and ultra-high performance network attached storage solution for large-scale businesses that require an efficient way to centralize data protection, simplify data management, deploy virtualization solutions, and rapidly expand storage capacity with minimal time spent on setup and maintenance. Synology DS3617xs is backed with Synology's 5-year limited warranty.

Ultra-High Performance

Synology DS3617xs is a 12-bay desktop network attached storage solution with powerful network performance and easy management. The NAS integrates an **Intel® Xeon® D-1527 quad-core processor** and dual-channel **16 GB DDR4 ECC SO-DIMM (up to 48 GB)**, providing fast system response time and optimized multitasking operation. With an optional 10GbE network card installed, DS3617xs delivers outstanding network performance at over **2,358 MB/s sequential throughput reading** and **406,760 sequential IOPS reading** under a RAID 5 configuration with 10GbE Link Aggregation enabled¹.

Btrfs: Next Generation Storage Efficiency

DS3617xs integrates the **Btrfs** file system, bringing the most advanced storage technologies to meet the management needs of modern large-scale businesses:

- **Flexible Shared Folder / User Quota System** provides comprehensive quota control on all user accounts and shared folders.
- **Advanced snapshot technology** with customizable backup schedule allows up to **1,024** copies of shared folder backups and **65,000** copies of system-wide snapshots without occupying huge storage capacity and system resources.
- **File or folder level data restoration** brings huge convenience and saves time for users who wish to restore only a specific single file or folder.
- **Cloud Station with file versioning** reduces down to half of storage consumption when compared with ext4 file system.

Highlights

- Ultra-high performance of over 2,358 MB/s sequential throughput reading and 406,760 sequential IOPS reading¹
- Intel Xeon D-1527 quad-core CPU and 16 GB (up to 48 GB) DDR4 ECC SO-DIMM
- Scale up to 36 drives with 2 x Synology Expansion Unit DX1215
- PCIe 3.0 slot to support optional high performance network interface card
- Advanced Btrfs file system offering 65,000 system-wide snapshots and 1,024 snapshots per shared folder
- Complete virtualization solution for VMware®, Citrix®, Microsoft® Hyper-V® and OpenStack®
- Backed with SRS, Synology's next business day replacement service²

John
CERTIFIED TRUE COPY

Virtualization Ready

DS3617xs provides seamless storage solutions for virtualization environments, including **VMware**, **Citrix**, **Hyper-V**, and **OpenStack**. With **VMware vSphere 6** and **VAAI** integration certified, DS3617xs helps offload specific storage operations and optimizes computation power for unparalleled performance and efficiency in VMware environments. As the centralized storage of a virtual environment, DS3617xs enables virtual machine migration, allowing movement from server to server whilst eliminating service downtime and disruption to users. **Windows Offloaded Data Transfer (ODX)** and **Synology Advanced LUN** support greatly improves the efficiency on massive data transfer and migration. With **OpenStack** support, DS3617xs can be used as a block-based storage component for servers complying with the **Cinder API**.

Comprehensive Business Applications

Powered by the innovative Synology **DiskStation Manager (DSM)**, DS3617xs comes fully-equipped with applications and features designed specifically for large-scale business:

- **Windows® AD and LDAP** support allows easy integration with existing business directory services without recreating user accounts.
- **Windows ACL** support provides fine-grained access control and efficient privilege settings, allowing DS3617xs to fit seamlessly into current infrastructure.
- **Application privileges** controls access to applications and packages based on each individual account, user group, or IP address.

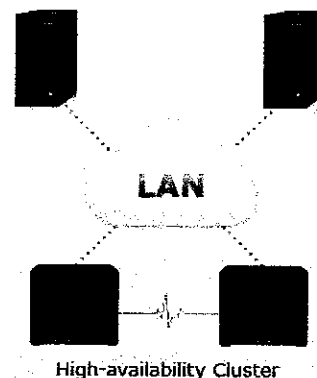
Robust Scalability

Management of the storage space on DS3617xs is simple and flexible. **Multiple Volumes on RAID** allows you to create more than one volume on a RAID structure, providing a flexible and efficient way to manage your storage across all available hard drives. When the need for more space arises, the volume can be easily expanded without any service disruption. DS3617xs provides the ability to seamlessly expand a single volume up to **108 TB** (default) / **200 TB** (with at least 32 GB RAM installed) on the fly. When the storage capacity of DS3617xs nears its limit, expansion is easily accomplished with up to two **Synology Expansion Unit DX1215** to support up to 36 SATA drives.

Reliability, Availability & Disaster Recovery

System reliability is of paramount importance to businesses which depend upon their commercial servers every day. DS3617xs responds to these concerns with wide-ranging availability and redundancy features:

- **Synology High Availability** ensures seamless transition between clustered servers in the event of server failure with minimal impact on applications.
- **Snapshot Replication** provides schedulable, near-instantaneous data protection, ensuring business documents in shared folders, virtual machines in iSCSI LUNs, or dockerized application data remain safe and available in the event of a disaster.
- **Redundant system fans** and **network ports** with failover support ensure continual service uptime.
- High reliability system design including **fan-less CPU heat-sink** and passive cooling technology prevents single points of failure.
- **DDR4 ECC SO-DIMM** reduces power consumption and has error detection and correction capabilities during data transmission.



Reliability, Availability & Disaster Recovery

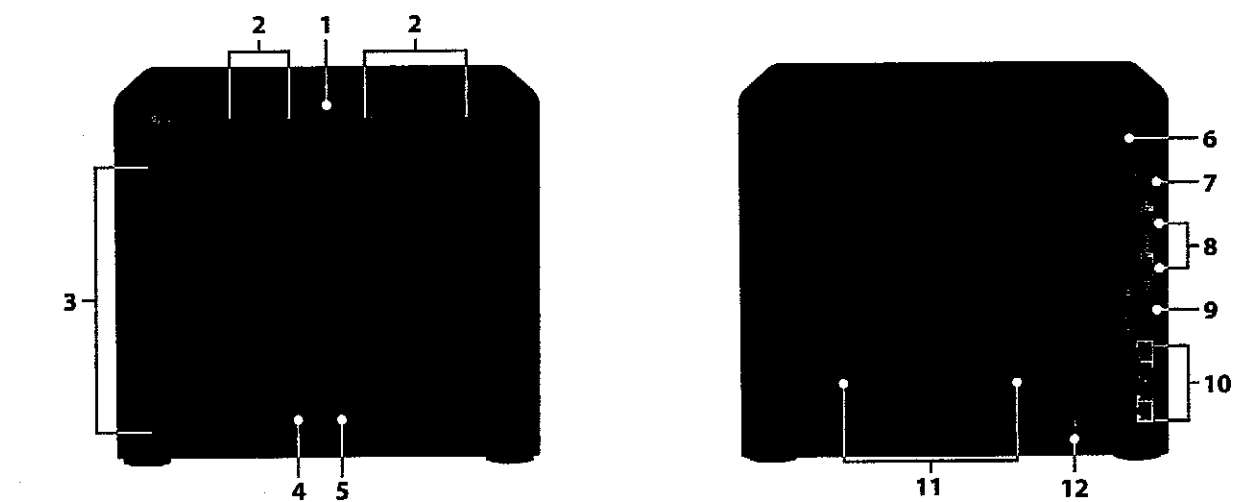
High Availability Manager ensures seamless transition between clustered servers in the event of server failure with minimal impact on businesses.

Signature
CERTIFIED TRUE COPY

Hardware Overview

Front

Rear



1	Power button and indicator	2	LED indicator	3	Drive tray	4	Drive tray lock
5	Drive status indicator	6	PCIe expansion slot	7	USB 3.0 port	8	Expansion port
9	RESET button	10	1GbE RJ-45 port	11	System fan	12	Power port

Technical Specifications

Hardware

CPU	Intel Xeon D-1527 quad-core 2.2GHz, burst up to 2.7GHz
Hardware encryption engine	Yes (AES-NI)
Memory	16 GB DDR4-2133 ECC SO-DIMM (expandable up to 48 GB)
Compatible drive type	12 x 3.5" or 2.5" SATA SSD / HDD (drives not included)
External ports	<ul style="list-style-type: none">• 2 x USB 3.0 port• 2 x expansion port
Size (HxWxD)	270 x 300 x 340 mm
Weight	9.8 kg
LAN	4 x 1GbE (RJ45)
Wake on LAN/WAN	Yes
PCIe 3.0 slot	One x8 slot (at 8-lane)
Scheduled power on / off	Yes
System fan	2 (120 x 120 x 25 mm)
AC input power voltage	100V to 240V AC
Power frequency	50 / 60Hz, single phase
Operating temperature	5°C to 40°C (40°F to 104°F)
Storage temperature	-20°C to 60°C (-5°F to 140°F)
Relative humidity	5% to 95% RH
Maximum operating altitude	2,000 m (6,500 ft)

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General

Networking protocol	CIFS, AFP, NFS, FTP, WebDAV, CalDAV, iSCSI, Telnet, SSH, SNMP, VPN (PPTP, OpenVPN™, L2TP)
File system	<ul style="list-style-type: none">Internal: Btrfs, ext4External: Btrfs, ext4, ext3, FAT, NTFS, HFS+, exFAT³
Storage management	<ul style="list-style-type: none">Maximum single volume size: 108TB / 200TB (at least 32 GB RAM required, for RAID 5 or RAID 6 groups only)Maximum internal volumes: 1,024Maximum iSCSI target: 64Maximum iSCSI LUN: 512iSCSI LUN clone / snapshot support
Supported RAID type	Basic, JBOD, RAID 0, RAID 1, RAID 5, RAID 6, RAID 10
File sharing capability	<ul style="list-style-type: none">Maximum local user account: 16,000Maximum local group: 512Maximum shared folder: 512Maximum concurrent CIFS / AFP / FTP connection: 2,048
Privilege	Windows Access Control List (ACL)
Virtualization	VMware vSphere® 6, Microsoft Hyper-V®, Citrix®, OpenStack®
Directory service	Windows® AD integration: Domain users login via Samba (CIFS) / AFP / FTP / File Station, LDAP integration
Security	FTP over SSL / TLS, IP auto-block, firewall, encrypted network backup over Rsync, HTTPS connection
Utilities	Synology Web Assistant, Cloud Station Drive, Cloud Station Backup, Cloud Sync Decryption Tool, Evidence Integrity Authenticator, Photo Station Uploader, Snapshot Manager for VMware, Snapshot Manager for Windows, NFS Plug-in for VMware VAAI
Supported clients	Windows 7 onwards, Mac OS X® 10.10 onwards
Supported browsers	Chrome®, Firefox®, Internet Explorer® 9 onwards, Safari® 8 onwards; Safari (iOS 7 onwards), Chrome (Android™ 4.0 onwards) on tablets
Language	English, Deutsch, Français, Italiano, Español, Dansk, Norsk, Svensk, Nederlands, Русский, Polski, Magyar, Português do Brasil, Português Europeu, Türkçe, Český, 日本語, 한국어, 繁體中文, 简体中文

Applications

File Station	Virtual drive, remote folder, Windows ACL editor, compressing / extracting archived files, bandwidth control for specific users or groups, creating sharing links, transfer logs
Backup solutions	Network backup; local backup; desktop backup; configuration backup; OS X Time Machine; backup data to public cloud; shared folder sync - maximum task number: 16
FTP Server	Bandwidth control for TCP connections, custom FTP passive port range, anonymous FTP, FTP SSL / TLS and SFTP protocol, boot over the network with TFTP and PXE support, transfer logs
High Availability Manager	Combines two DS3617xs into one high-availability cluster
Security Advisor	Malware detection / removal; user account / password, network, system-related security scan
iOS / Android™ applications	DS cloud, DS file, DS finder, DS cam, DS note, MailPlus
Windows Phone® applications	DS file, DS finder

Add-on Packages

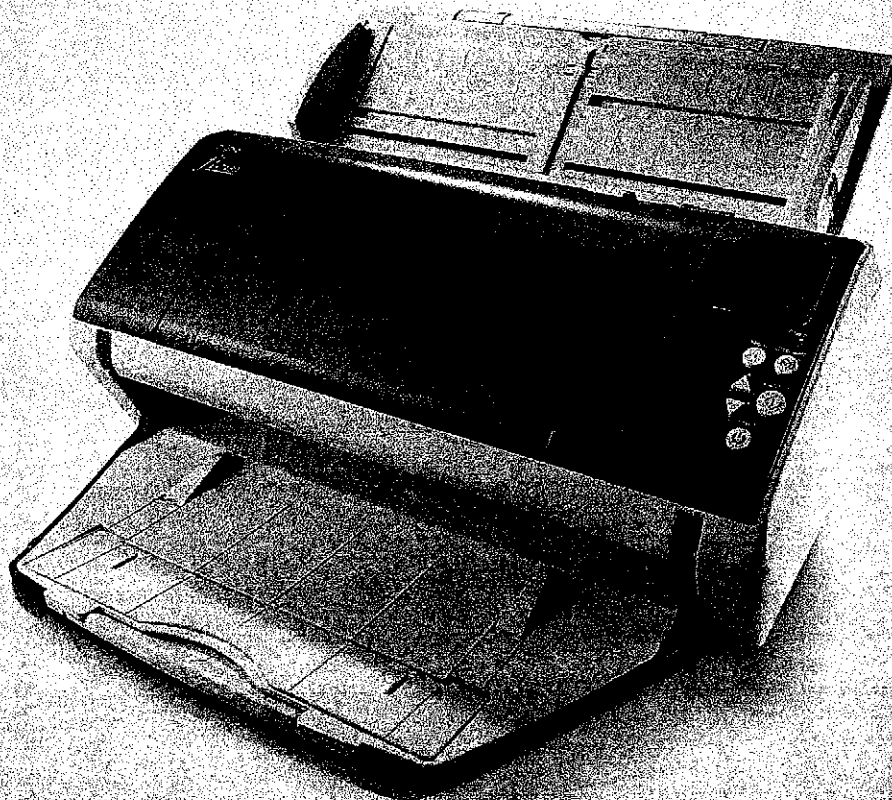
Antivirus Essential	Full system scan, scheduled scan, white list customization, virus definition auto update
Cloud Station Server	Maximum concurrent file transfers: 2,000, retain historical and deleted file versions
Cloud Sync	One or two-way synchronization with public cloud storage providers including Amazon Cloud Drive, Amazon S3-compatible storage, Baiduyun, Box, Dropbox, Google Cloud Storage, Google Drive, hubiC, Megaon Disk, Microsoft OneDrive, OpenStack Swift-compatible storage, WebDAV servers, Yandex Disk
Log Center	SSL connection, log rotation: 6 months, 1 year, 2 years, 3 years, email notification
MailPlus	Intuitive webmail interface for MailPlus Server; customizable mail labels, filters, and user interface
MailPlus Server	Secure, reliable, and private mail solution with High-availability, load balancing, security and filtering design (Includes 5 free email account licenses; additional accounts require the purchasing of additional licenses)
Note Station	Rich-text note organization and versioning, encryption, sharing, media embedding and attachments
Storage Analyzer	Volume and quota usage, total size of files, volume usage and trends based on past usage, size of shared folders, largest / most / least frequently modified files
Surveillance Station	Maximum IP camera: 75 (total of 2,250 FPS at 720p, H.264) (Includes two free camera licenses; additional cameras require the purchasing of additional licenses)
VPN Server	Maximum connections: 30; supported VPN protocol: PPTP, OpenVPN™, L2TP
Web Station	Virtual host (up to 30 websites), PHP / MariaDB®, 3rd-party applications support
Other packages	Photo Station, Audio Station, iTunes® Server, additional 3rd-party packages are available on Package Center

John Jay
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FUJITSU

FUJITSU Image Scanner fi-7480

The most compact scanner reliably handles
mixed batches and large sizes



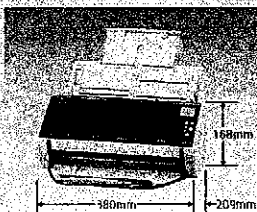
shaping tomorrow with you

Shelley
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■ fi-7480 Features

■ Wide variety of media captured by most compact scanner

The fi-7480 is ideal for office use as the smallest A3-capable scanner of its class*. Its wide range feeding ability includes regular A8 to A3 sizes, as well as folded A2 documents and plastic cards. Additionally, no burdensome pre-sorting is required with mixed batch scanning.



■ Fast scanning with fast start-up

fi-7480 scans at the high-speed of 80 ppm / 160 ipm (A4, landscape, Color, 200 / 300 dpi). It can also recover from power-saving mode (sleep mode) in a second or less, enabling users to scan immediately and continue work seamlessly without pauses or interruptions.

■ Ability to scan various documents from thin to thick

It can support a wide variety of media. The paper feed mechanism can handle both thick and thin paper (27~413 g/m²), enabling users to scan documents without the concern of paper thickness.

■ Reliable, uninterrupted volume scanning

The fi-7480 can efficiently scan a large amount of documents. The ADF paper chute (feeder) can accommodate 100 sheets (A4 sheet, 80 g/m²) and additional papers can be added while scanning. Furthermore, it also includes several functions to ensure reliable scanning.

■ Stacking Control function to boost work efficiency

This function controls paper output speed so that documents are not piled up in a disorderly fashion. This increases work efficiency as no time is spent realigning messy stacks of papers.

■ Highly reliable paper feeding mechanism

The adopted functions, such as the Brake Roller, which separates each document, and the Skew Reducer, which assists in feeding mixed batches, are highly reliable and enable easy digitization. Additionally, each Hopper Side Guide moves independently, so you can easily adjust them to the document width for efficient scanning in mixed batches.

■ Functions that minimize paper feeding errors

Even if documents are creased, wrinkled or when staples were not removed before scanning, Multi-feed Detection and ISOP (Intelligent Sonic Paper Protection) technology protects both the physical documents and the scanner hardware from potential damage. This helps improve and maintain work efficiency. Users can also utilize Manual Feed Mode (so that the scanner waits for the next document to be placed within a specified time) for scanning where you need to check the contents of each document or delicate documents that may cause multi-feeds or paper jams.

■ Connect your business workflow with PaperStream IP and PaperStream Capture

The PaperStream IP scanner driver, which supports TWAIN/ISIS, avoids the inconvenience of fine adjustments to the settings for OCR processes. It automatically converts the images into exceptionally clean images, accelerating OCR even when scanning wrinkled or soiled documents, or documents with a background pattern. With an intuitive interface, PaperStream Capture effectively and efficiently allows you to feed information into your organization's workflow through various capture features during batch scanning.

■ Option: Post Imprinter (Back-side)

The optional printer unit prints identification markers like dates, alphanumeric codes and symbols on reverse side of the original document. This makes it easier to locate the originals of scanned document when you need to reference them.



Post Imprinter (fi-748PRB)

* In terms of footprint (excluding chutes, stacks, and projector parts) of A3-capable ADF type image scanner with scanning speed of 60 ppm or more in A4 landscape (based on the investigation by PFI LIMITED as of March 1st, 2017).

■ fi-7480 Technical Specifications

Description	fi-7480
Supported operating systems	Windows® 10 (32-bit/64-bit), Windows® 8.1/8 (32-bit/64-bit), Windows® 7 (32-bit/64-bit), Windows Vista® (32-bit/64-bit), Windows Server® 2016 (64-bit), Windows Server® 2012 R2 (64-bit), Windows Server® 2012 (64-bit), Windows Server® 2008 R2 (64-bit), Windows Server® 2008 (32-bit/64-bit)
Scanner type	ADF (Automatic Document Feeder)
Scanning modes	Simplex / Duplex, Color / Grayscale / Monochrome
Image sensor type	Color CCD (Charge-coupled device) x 2 (front x 1, back x 1)
Light source	White LED Array x 4 (front x 2, back x 2)
Multi-feed detection	Ultrasonic multi-feed detection sensor x 1, Paper detection sensor
Document size	Maximum: 304.8 x 431.8 mm (12 x 17 in.) Minimum: 50.8 x 69 mm (2 x 2.72 in.) (Portrait) Long page scanning (Maximum)*1: 304.8 x 5,588 mm (12 x 220 in.)
Paper weight (Thickness)	Paper: 27 to 413 g/m ² (7.2 to 110 lb) A8 size: 127 to 209 g/m ² (34 to 56 lb) Plastic Card: Up to 1.4 mm**2
Scanning speed (A4 Landscape)*3	Color**4: Simplex: 80 ppm (200/300 dpi), Duplex: 160 ipm (200/300 dpi) Grayscale**4: Simplex: 80 ppm (200/300 dpi), Duplex: 160 ipm (200/300 dpi) Monochrome**5: Simplex: 80 ppm (200/300 dpi), Duplex: 160 ipm (200/300 dpi)
Scanning speed (A4 Portrait)*3	Color**4: Simplex: 65 ppm (200/300 dpi), Duplex: 130 ipm (200/300 dpi) Grayscale**4: Simplex: 65 ppm (200/300 dpi), Duplex: 130 ipm (200/300 dpi) Monochrome**5: Simplex: 65 ppm (200/300 dpi), Duplex: 130 ipm (200/300 dpi)
Paper chute capacity (A4 Landscape)*6	100 sheets (A4: 80 g/m ² or 20 lb)
Background colors	White / Black (Selectable)
Optical resolution	600 dpi
Output resolution**7	Color (24-bit): 50 to 600 dpi (adjustable by 1 dpi increments), 1,200 dpi (driver)**8 Grayscale (8-bit): 50 to 600 dpi (adjustable by 1 dpi increments), 1,200 dpi (driver)**8 Monochrome (1-bit): 50 to 600 dpi (adjustable by 1 dpi increments), 1,200 dpi (driver)**8
Output format	Color: 24-bit Grayscale: 8-bit Monochrome: 1-bit
Internal video processing	4,096 levels (12-bit)
Interface	USB 3.0 / USB 2.0 / USB 1.1
Connector shape	Type B
Image processing functions	Multi Image output, Automatic color detection, Blank page detection, Dynamic threshold (IDTC), Advanced DTC, SDTC, Error diffusion, De-Screen, Emphasis, Halftone, Dropout color (None / Red / Green / Blue / White / Saturation / Custom), sRGB output, Hole punch removal, Index tab cropping, Split image, De-Skew, Edge correction, Vertical streaks reduction, Cropping, Dither, Static threshold
Power requirements	AC 100 to 240 V ±10%
Power consumption	Operating: 43 W or less Sleep mode: 1.4 W or less Auto standby (OFF) mode: Less than 0.35 W
Operating environment	Temperature: 5 to 35 °C (41 to 95 °F) Relative humidity: 20 to 80% (Non-condensing)
Dimensions: Width x Depth x Height**9	380 x 209 x 168 mm (14.96 x 8.23 x 6.61 in.)
Weight	7.6 kg (16 lb)
Included software / drivers	PaperStream IP driver (TWAIN/TWAIN x64/32), PaperStream Capture, ScanSnap Manager for fi Series**10, Software Operation Panel, Error Recovery Guide, Scan to Microsoft SharePoint**10, ABBYY FineReader for ScanSnap**10, Scanner Central Admin Agent, 2D Barcode for PaperStream**10
Environmental compliance	ENERGY STAR® and RoHS
Included items	ADF paper chute, AC cable, AC adapter, USB cable, Setup DVD-ROM

*1 Can scan documents longer than A3 size. When using PaperStream IP (TWAIN/ISIS) to scan at 200 dpi, the maximum scanning length is 5,588 mm (220 in.).

*2 Capable of scanning up to 3 cards at a time. (Note: does not set more than one embossed card at a time.)

*3 Actual scanning speeds are affected by data transmission and software processing times.

*4 Indicated speeds are from using JPEG compression.

*5 Indicated speeds are from using TIFF CCITT Group 4 compression.

*6 Maximum capacity varies, depending upon paper weight.

*7 Selectable maximum density may vary depending on the length of scanned document.

*8 When scanning at high resolution (over 600dpi), some limitations apply to the size of the document that could be scanned, depending on system environment.

*9 Excluding the ADF paper chute and Stacks.

*10 The software can be downloaded from the website designated in the Setup DVD-ROM.

■ Options

Description	Parts number	Comments
Post Imprinter (Back-side) (fi-748PRB)	PA03710-D401	Assists document management by printing numbers, Roman characters and codes on original documents after they have been scanned.

■ Consumables

Description	Parts number	Comments
Brake Roller	PA03710-0001	Lifetime: Every 200,000 sheets or one year. These rollers separate documents as they are being fed into the scanner.
Pick Roller	PA03670-0002	Lifetime: Every 200,000 sheets or one year. These rollers feed documents into the scanner.
Print Cartridge	CA00050-D262	Lifetime: 4,000,000 printed characters. fi-748PRB print head

■ Trademarks

- * ABBYY and FineReader are trademarks of ABBYY Software, Ltd. which may be registered in some jurisdictions.
- * ISIS is a registered trademark of EMC Corporation in the United States.
- * Microsoft, Windows, Windows Server, Windows Vista, and SharePoint are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries.
- * Other company names and product names are the registered trademarks or trademarks of the respective companies.

Visit the fi Series web site for ordering and purchasing information

<http://imagescanner.fujitsu.com>

▲ Safety Precautions

- Be sure to carefully read all safety precautions prior to using this product and use this device as instructed.
- Do not place this device in wet, moist, steamy, dusty or oily areas. Using this product under such conditions may result in electrical shock, fire or damage to this product.
- Be sure to limit the use of this product to listed power ratings.



PFI Limited, a Fujitsu company, has determined that this product meets the ENERGY STAR® guidelines for energy efficiency. ENERGY STAR® is a registered trademark of the United States.

Specifications are subject to change without notice.

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ScanSnap



ScanSnap iX500

ScanSnap
iX500



- The scanner that intuitively guides you through every step of the scanning process
- Access your documents anywhere and anytime
 - Scan to and view across a range of popular cloud services
 - Wirelessly scan to your PC, Mac, iPad® / iPhone®, Android™ and Kindle™ devices
- A host of automated settings designed for effortless scanning
- Scan your everyday documents from business cards to A4 and even A3
- Scan to: Word, Excel®, E-mail and SharePoint® amongst others
- ScanSnap Cloud takes paper directly to your cloud



iOS



shaping tomorrow with you



FUJITSU

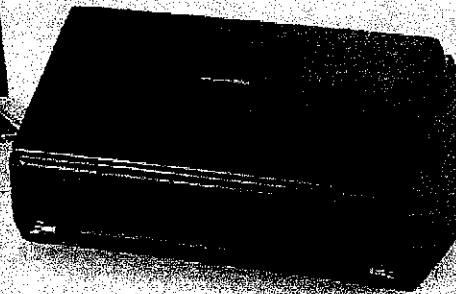
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ScanSnap iX500

**Easily
digitises
various
document
types**



**"Total support" from digitisation
through to application**

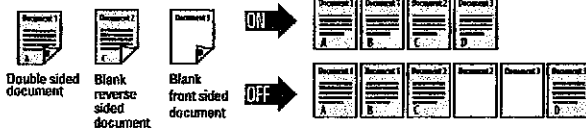


Simple, Speedy & Compact!

Easily digitises paper based data with the touch of one button

The iX500 facilitates simple PDF generation with the following one touch activated automatic settings and automatic image correction functions:

Blank page detection



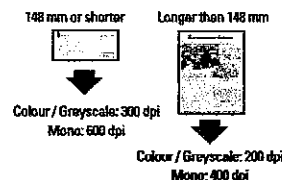
Auto deskew and auto orientation



Auto-size detection



Automatic resolution function



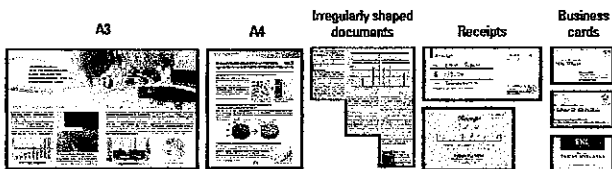
Intelligent auto colour detection



Speedy

Just place a document in the scanner's paper chute, press the "scan" button, and the iX500 starts scanning right away. Furthermore, the iX500 is able to scan up to 50 two-sided pages at a speedy 25 pages per minute.

Scans everything from business cards to A3 sized documents



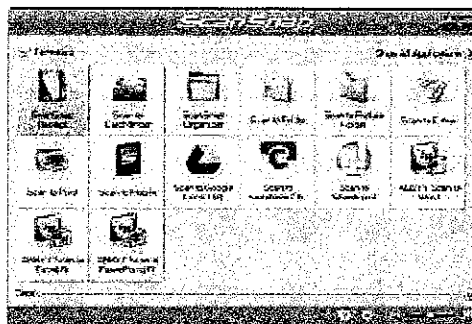
ScanSnap Carrier Sheets

Use of a carrier sheet enables iX500 users to digitise larger documents (A3/B4), as well as magazine and newspaper clippings and photographs. Such documents inserted into a carrier sheet can be scanned successively or mixed in with regular paper documents.

Intuitive "Quick Menu" for intelligent and flexible operation

The Quick Menu can be set up to display your 'Favourite' scanning destinations or will 'Recommend' an application; eg. Scan a business card, which will then be automatically recognised and a list of business card related applications will be recommended.

Quick Menu for Windows® OS*



*Quick Menu for Mac OS features other applications

Generates editable PDF files

- Comes with Nuance PowerPDF, which enables users to move beyond merely "seeing" and "printing" generated data, to editing generated PDF files however they like
- Generates password and digital ID attached PDF files that are ideal for safeguarding personal information and other confidential information that needs to be protected
- Create editable Microsoft® Word / Excel® / PowerPoint® files using ABBYY FineReader for ScanSnap™

Efficiently organises business card information

- Scans large volumes of business cards into digital business card holders
- Enables users to enter scanned data into Excel®, Outlook, Salesforce and other databases for future reference



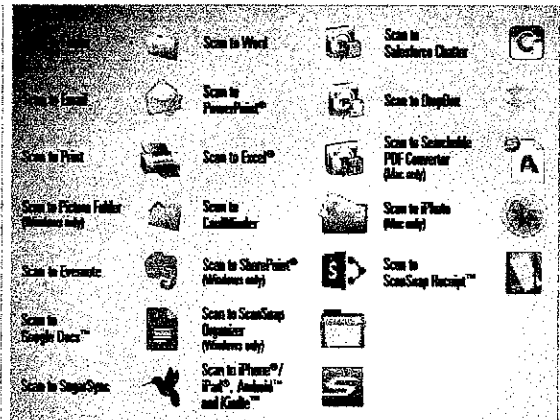
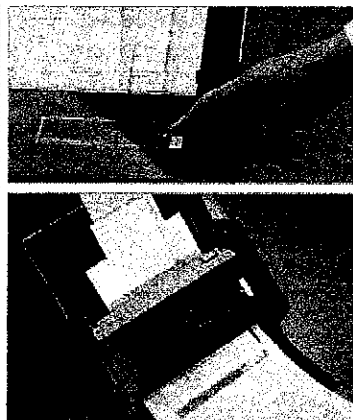
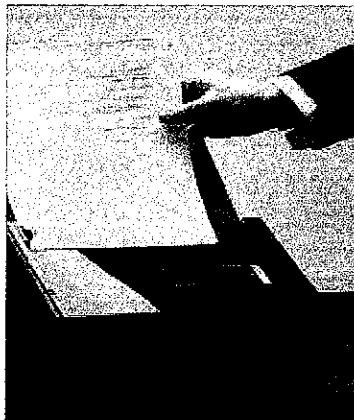
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Document received

>> Document scanned

1) Now make your paper productive

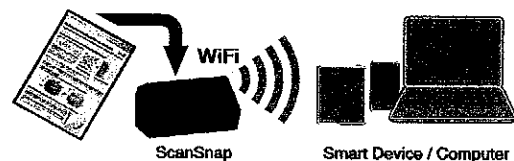


ScanSnap Receipt

- Organise receipts: Manage all of your receipts in one place
- Extract information: Easily extract data from receipts
- Efficient tax and expense filing: Export in CSV format



Scan via WiFi to your devices



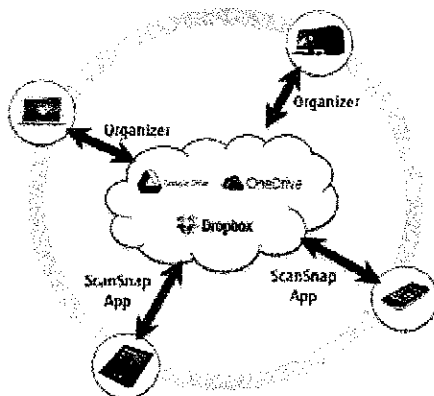
The iX500 now offers the unique ability to link directly with your PC, Mac, iPad®, iPhone®, Android™ and Kindle™ devices via a WiFi connection.

Fitted with a GI processing engine the iX500 means that users can now wirelessly operate the scanner via their Smart Device and the ScanSnap Connect Application* creating high quality scanned images that can be saved to the smart device, edited, retrieved at a later date and distributed.

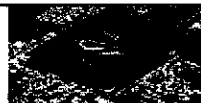
* ScanSnap Connect Application is available as a free download from the official application distribution service of the smart device (Google Play, Apple App Store and Amazon App Store).

ScanSnap Sync

ScanSnap Sync easily synchronises multiple devices: Scanned data will be synced automatically through your chosen cloud service.



Enhanced scanning environment centred around a new "GI" image processing engine



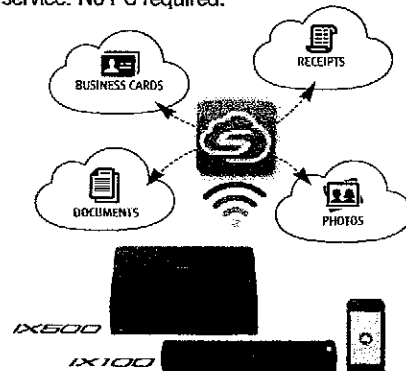
The iX500 comes with an inbuilt dual core CPU that takes ScanSnap to that next performance level

- Scan wirelessly to a PC or Mac as well as to a smart device
- Enhanced scanning speeds independent of target device and connectivity
- Offers a paper feeding performance that you would expect with a high speed, high volume device, enhanced through USB 3.0 support

ScanSnap Cloud Takes paper directly to your cloud

New! Now featuring searchable PDFs.

Are you a regular user of cloud services like Dropbox, Google Drive, Evernote or similar? Then ScanSnap Cloud is the go-to solution for your documents, business cards, receipts and photos. Simply scan, or use your smartphone's camera, and ScanSnap Cloud will identify the type of content and route it to your preferred cloud service. No PC required.



John
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ScanSnap iX500 Specifications

Model		ScanSnap iX500
Supported operating systems		Supports Windows and Mac OS, see http://scan.snap.fujitsu.com/en/support/en for further information
Scanner type		ADF (automatic document feeder)
Scanning modes		Simplex / Duplex scanning, Colour / Greyscale / Mono / Automatic (colour / greyscale / mono detection)*
Image sensor		CIS (contact image sensor) x 2
Light source		3 Colour LED (red / green / blue)
Scanning speed* (A4 Portrait)	Auto mode*	Simplex: 25 ppm, Duplex: 50 ipm
	Normal mode	Simplex (colour / greyscale 150 dpi) (mono 300 dpi): 25 ppm, Duplex (colour / greyscale 150 dpi) (mono 300 dpi): 50 ipm
	Better mode	Simplex (colour / greyscale 200 dpi) (mono 400 dpi): 25 ppm, Duplex (colour / greyscale 200 dpi) (mono 400 dpi): 50 ipm
	Best mode	Simplex (colour / greyscale 300 dpi) (mono 600 dpi): 25 ppm, Duplex (colour / greyscale 300 dpi) (mono 600 dpi): 50 ipm
	Excellent mode*	Simplex (colour / greyscale 600 dpi) (mono 1,200 dpi): 7 ppm, Duplex (colour / greyscale 600 dpi) (mono 1,200 dpi): 14 ipm
Document size	Normal mode without carrier sheet	A4, A5, A6, B5, B6, business card, postcard, letter, legal and custom sizes
	Normal mode with carrier sheet*	Minimum: 50.8 x 50.8 mm / Maximum: 216 x 360 mm / Automatically recognises document size
	Long paper scanning*	Use of a carrier sheet permits the scanning of A3, B4, double letter and photographs as well as the document sizes that are listed above
Recommended paper weight		863 mm in length 40 to 209 g/m ² / A4 size: 177 to 209 g/m ²
Paper chute capacity*		Cards can be scanned (portrait / landscape), non-embossed: 0.76 mm or less / embossed (ISO7810 conforming) 50 sheets (A4: 80 g/m ²)
Interface*		USB 3.0 (USB 2.0, USB 1.1 Supported)
WiFi Interface*	Observed standards	IEEE802.11b / IEEE802.11g / IEEE802.11n
	Communication mode	Infrastructure mode
	Frequency*	2.412 GHz to 2.462 GHz / 2.412 GHz to 2.472 GHz
	Communication distance	Indoors, 50 m (recommended; indoors, within 25 m) May vary depending on the surrounding environment and the access point to be connected
	Security*	WPA-PSK (TKIP/AES/AUTO), WPA2-PSK (AES), WPA-PSK, WPA2-PSK (AES/AUTO), WPA (TKIP/AES/AUTO), WPA2 (AES), WPA, WPA2 (AES/AUTO), SharedKey (WEP 64-bit/128-bit), 802.1X (WEP 64-bit/128-bit)
Power requirements		WPS2.0 supported (button / PIN code) AC 100 to 240V, 50 / 60Hz
Power consumption	USB connection	Operating: 20W or less (Sleep mode: 1.6W or less) Auto Standby (OFF) mode: 0.4W or less
	WiFi connection	Operating: 20W or less (Sleep mode: 2.5W or less) Auto Standby (OFF) mode: 0.4W or less
Operating environment		Temperature: 5 to 35 °C / Relative humidity: 20 to 80 % (Non-condensing)
Dimensions (W x D x H) / Weight		292 x 159 x 168 mm / 3kg
Environmental compliance		ENERGY STAR® / RoHS™ / Ecodesign™
Driver		Specific driver (Does not support TWAIN / ISIS™)
Other		Double-feed detection Ultrasonic double-feed detection sensor
Standard Warranty (Included in the price of the product)		1 Year Standard Warranty: Advance Exchange - Next Business Day

- * Scanning speeds may vary due to the system environment used.
- * Documents measuring approximately 148 mm in length or less are scanned in "Best mode", while other documents are scanned in "Better mode".
- * Only computer connection.
- * The iX500 is capable of scanning documents that exceed A4 size in length. This function is available for all modes except Excellent mode.
- * Maximum capacity varies, depending upon paper weight.
- * Some computers may not recognise the iX500 when it is connected to a USB 3.0 port. In this case, please use a USB 2.0 port.
- * Only Android™ / iOS in case of WiFi connection.
- * Values depends on country.
- * IEEE802.1X Authentication is not supported.
- * Excluding the stacker and other external attachments.
- * PFU LIMITED, a Fujitsu company, has determined that this product meets RoHS requirements (2011/65/EU).
- * PFU LIMITED, a Fujitsu company, has determined that this product meets Ecodesign Directive requirements (2009/125/EC).
- * The software is available to be downloaded from the ScanSnap website: <http://scan.snap.fujitsu.com/en/support/en/>
- * Available via an online update.
- * Geographic limitations may apply to Service Plans and Service Levels in some countries. Please contact us for more information.



ENERGY STAR® compliant

Software	Purpose	Software	iOS	Android	PC Compatible	MAC Compatible
	Scanner driver	ScanSnap Manager			✓	✓
	File management	ScanSnap Organizer (ScanSnap Sync™)			✓	✓
	Business card management	CardMinder			✓	✓
	PDF editing	Nuance® Power PDF Standard			✓	✓
	Text recognition	ABBYY FineReader for ScanSnap			✓	✓
	ECM linkage software	Scan to Microsoft® SharePoint™			✓	✓
	Receipt Management	ScanSnap Receipt™			✓	✓
	Sync to your devices	ScanSnap Connect App (ScanSnap Sync™)	✓	✓	✓	✓

Software	Scans to
ScanSnap Cloud	Box, Dropbox, Evernote, Expensify, Google Drive, Google Photos, OneDrive, Shoeboxed, Concur Expense, QuickBooks Online

Consumables and options	Order by Part Number	Remarks
Consumable kit	COM-3656-001A	1 x pick roller; 1 x brake roller; total maximum lifetime: 200,000 documents or 1 year
Cleaning kit	SC-CLE-SS	24 cleaning fluid impregnated wipes
Carrier sheets	PA03360-0013	5 carrier sheets
ScanSnap bag	PA03951-0651	Intended for ScanSnap iX500, iS1500, iS1500M, S510, S510M, S500, S500M

Optional Service Plans™	Order by Part Number	Service Description
Extended Warranty	U3-EXTW-DKT	3 Year Extended Warranty: Advance Exchange - Next Business Day

Advance Exchange - Replacement of the faulty scanner with a new or as new unit.

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1. Definitions

1.1. In this Contract, the following terms shall be interpreted as indicated:

- (a) "The Contract" means the agreement entered into between the Procuring Entity and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- (b) "The Contract Price" means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
- (c) "The Goods" means all of the supplies, equipment, machinery, spare parts, other materials and/or general support services which the Supplier is required to provide to the Procuring Entity under the Contract.
- (d) "The Services" means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract.
- (e) "GCC" means the General Conditions of Contract contained in this Section.
- (f) "SCC" means the Special Conditions of Contract.
- (g) "The Procuring Entity" means the organization purchasing the Goods, as named in the SCC.
- (h) "The Procuring Entity's country" is the Philippines.
- (i) "The Supplier" means the individual contractor, manufacturer distributor, or firm supplying/manufacturing the Goods and Services under this Contract and named in the SCC.
- (j) The "Funding Source" means the organization named in the SCC.
- (k) "The Project Site," where applicable, means the place or places named in the SCC.
- (l) "Day" means calendar day.
- (m) The "Effective Date" of the contract will be the date of signing the contract, however the Supplier shall commence performance of its obligations only upon receipt of the Notice to Proceed and copy of the approved contract.



- (n) "Verified Report" refers to the report submitted by the Implementing Unit to the HoPE setting forth its findings as to the existence of grounds or causes for termination and explicitly stating its recommendation for the issuance of a Notice to Terminate.

2. Corrupt, Fraudulent, Collusive, and Coercive Practices

2.1. Unless otherwise provided in the SCC, the Procuring Entity as well as the bidders, contractors, or suppliers shall observe the highest standard of ethics during the procurement and execution of this Contract. In pursuance of this policy, the Procuring Entity:

- (a) defines, for the purposes of this provision, the terms set forth below as follows:

- (i) "corrupt practice" means behavior on the part of officials in the public or private sectors by which they improperly and unlawfully enrich themselves, others, or induce others to do so, by misusing the position in which they are placed, and it includes the offering, giving, receiving, or soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution; entering, on behalf of the Government, into any contract or transaction manifestly and grossly disadvantageous to the same, whether or not the public officer profited or will profit thereby, and similar acts as provided in Republic Act 3019.
- (ii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring Entity, and includes collusive practices among Bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the Procuring Entity of the benefits of free and open competition.
- (iii) "collusive practices" means a scheme or arrangement between two or more Bidders, with or without the knowledge of the Procuring Entity, designed to establish bid prices at artificial, non-competitive levels.
- (iv) "coercive practices" means harming or threatening to harm, directly or indirectly, persons, or their property to influence their participation in a procurement process, or affect the execution of a contract;
- (v) "obstructive practice" is
 - (aa) deliberately destroying, falsifying, altering or concealing of evidence material to an administrative proceedings or investigation or making false statements to investigators in order to materially impede an

administrative proceedings or investigation of the Procuring Entity or any foreign government/foreign or international financing institution into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the administrative proceedings or investigation or from pursuing such proceedings or investigation; or

(bb) acts intended to materially impede the exercise of the inspection and audit rights of the Procuring Entity or any foreign government/foreign or international financing institution herein.

(b) will reject a proposal for award if it determines that the Bidder recommended for award has engaged in any of the practices mentioned in this Clause for purposes of competing for the contract.

2.2. Further the Funding Source, Borrower or Procuring Entity, as appropriate, will seek to impose the maximum civil, administrative and/or criminal penalties available under the applicable law on individuals and organizations deemed to be involved with any of the practices mentioned in GCC Clause 2.1(a).

3. Inspection and Audit by the Funding Source

The Supplier shall permit the Funding Source to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the Funding Source, if so required by the Funding Source.

4. Governing Law and Language

4.1. This Contract shall be interpreted in accordance with the laws of the Republic of the Philippines.

4.2. This Contract has been executed in the English language, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract. All correspondence and other documents pertaining to this Contract exchanged by the parties shall be written in English.

5. Notices

5.1. Any notice, request, or consent required or permitted to be given or made pursuant to this Contract shall be in writing. Any such notice, request, or consent shall be deemed to have been given or made when received by the concerned party, either in person or through an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile to such Party at the address specified in the SCC, which shall be effective when delivered and duly received or on the notice's effective date, whichever is later.

- 5.2. A Party may change its address for notice hereunder by giving the other Party notice of such change pursuant to the provisions listed in the SCC for GCC Clause 5.1.

6. Scope of Contract

- 6.1. The Goods and Related Services to be provided shall be as specified in Section VI. Schedule of Requirements.
- 6.2. 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. Any additional requirements for the completion of this Contract shall be provided in the SCC.


7. Subcontracting

- 7.1. Subcontracting of any portion of the Goods, if allowed in the **BDS**, does not relieve the Supplier of any liability or obligation under this Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants or workmen as fully as if these were the Supplier's own acts, defaults, or negligence, or those of its agents, servants or workmen.
- 7.2. If subcontracting is allowed, the Supplier may identify its subcontractor during contract implementation. Subcontractors disclosed and identified during the bidding may be changed during the implementation of this Contract. In either case, subcontractors must submit the documentary requirements under ITB Clause 12 and comply with the eligibility criteria specified in the BDS. In the event that any subcontractor is found by the Procuring Entity to be ineligible, the subcontracting of such portion of the Goods shall be disallowed.

8. Procuring Entity's Responsibilities

- 8.1. Whenever the performance of the obligations in this Contract requires that the Supplier obtain permits, approvals, import, and other licenses from local public authorities, the Procuring Entity shall, if so needed by the Supplier, make its best effort to assist the Supplier in complying with such requirements in a timely and expeditious manner.
- 8.2. The Procuring Entity shall pay all costs involved in the performance of its responsibilities in accordance with GCC Clause 6.

9. Prices

- 9.1. For the given scope of work in this Contract as awarded, all bid prices are considered fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances and upon prior approval of the GPPB in accordance with Section 61 of R.A. 9184 and its IRR or except as provided in this Clause.
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- 9.2. Prices charged by the Supplier for Goods delivered and/or services performed under this Contract shall not vary from the prices quoted by the Supplier in its bid, with the exception of any change in price resulting from a Change Order issued in accordance with GCC Clause 29.

10. Payment

- 10.1. Payments shall be made only upon a certification by the HoPE to the effect that the Goods have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted. Except with the prior approval of the President no payment shall be made for services not yet rendered or for supplies and materials not yet delivered under this Contract. Ten percent (10%) of the amount of each payment shall be retained by the Procuring Entity to cover the Supplier's warranty obligations under this Contract as described in GCC Clause 17.
- 10.2. The Supplier's request(s) for payment shall be made to the Procuring Entity in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and/or Services performed, and by documents submitted pursuant to the SCC provision for GCC Clause 6.2, and upon fulfillment of other obligations stipulated in this Contract.
- 10.3. Pursuant to GCC Clause 10.2, payments shall be made promptly by the Procuring Entity, but in no case later than sixty (60) days after submission of an invoice or claim by the Supplier. Payments shall be in accordance with the schedule stated in the SCC.
- 10.4. Unless otherwise provided in the SCC, the currency in which payment is made to the Supplier under this Contract shall be in Philippine Pesos.
- 10.5. Unless otherwise provided in the SCC, payments using Letter of Credit (LC), in accordance with the Guidelines issued by the GPPB, is allowed. For this purpose, the amount of provisional sum is indicated in the SCC. All charges for the opening of the LC and/or incidental expenses thereto shall be for the account of the Supplier.

11. Advance Payment and Terms of Payment

- 11.1. Advance payment shall be made only after prior approval of the President, and shall not exceed fifteen percent (15%) of the Contract amount, unless otherwise directed by the President or in cases allowed under Annex "D" of RA 9184.
- 11.2. All progress payments shall first be charged against the advance payment until the latter has been fully exhausted.
- 11.3. For Goods supplied from abroad, unless otherwise indicated in the SCC, the terms of payment shall be as follows:
- (a) On Contract Signature: Fifteen Percent (15%) of the Contract Price shall be paid within sixty (60) days from signing of the Contract and upon submission of a claim and a bank guarantee for the equivalent

amount valid until the Goods are delivered and in the form provided in Section VIII. Bidding Forms.

- (b) On Delivery: Sixty-five percent (65%) of the Contract Price shall be paid to the Supplier within sixty (60) days after the date of receipt of the Goods and upon submission of the documents (i) through (vi) specified in the SCC provision on Delivery and Documents.
- (c) On Acceptance: The remaining twenty percent (20%) of the Contract Price shall be paid to the Supplier within sixty (60) days after the date of submission of the acceptance and inspection certificate for the respective delivery issued by the Procuring Entity's authorized representative. In the event that no inspection or acceptance certificate is issued by the Procuring Entity's authorized representative within forty five (45) days of the date shown on the delivery receipt, the Supplier shall have the right to claim payment of the remaining twenty percent (20%) subject to the Procuring Entity's own verification of the reason(s) for the failure to issue documents (vii) and (viii) as described in the SCC provision on Delivery and Documents.

12. Taxes and Duties

The Supplier, whether local or foreign, shall be entirely responsible for all the necessary taxes, stamp duties, license fees, and other such levies imposed for the completion of this Contract.

13. Performance Security

- 13.1. Within ten (10) calendar days from receipt of the Notice of Award from the Procuring Entity but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any the forms prescribed in the ITB Clause 33.2.
- 13.2. The performance security posted in favor of the Procuring Entity shall be forfeited in the event it is established that the winning bidder is in default in any of its obligations under the contract.
- 13.3. The performance security shall remain valid until issuance by the Procuring Entity of the Certificate of Final Acceptance.
- 13.4. The performance security may be released by the Procuring Entity and returned to the Supplier after the issuance of the Certificate of Final Acceptance subject to the following conditions:
 - (a) There are no pending claims against the Supplier or the surety company filed by the Procuring Entity;
 - (b) The Supplier has no pending claims for labor and materials filed against it; and
 - (c) Other terms specified in the SCC.



- 13.5. In case of a reduction of the contract value, the Procuring Entity shall allow a proportional reduction in the original performance security, provided that any such reduction is more than ten percent (10%) and that the aggregate of such reductions is not more than fifty percent (50%) of the original performance security.

14. Use of Contract Documents and Information

- 14.1. The Supplier shall not, except for purposes of performing the obligations in this Contract, without the Procuring Entity's prior written consent, disclose this Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring Entity. Any such disclosure shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.
- 14.2. Any document, other than this Contract itself, enumerated in GCC Clause 14.1 shall remain the property of the Procuring Entity and shall be returned (all copies) to the Procuring Entity on completion of the Supplier's performance under this Contract if so required by the Procuring Entity.

15. Standards

The Goods provided under this Contract shall conform to the standards mentioned in Section VII. Technical Specifications; and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods' country of origin. Such standards shall be the latest issued by the institution concerned.


16. Inspection and Tests

- 16.1. The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Entity. The SCC Section VII. 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.
- 16.2. If applicable, the inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring Entity. The Supplier shall provide the Procuring Entity with results of such inspections and tests.
- 16.3. The Procuring Entity or its designated representative shall be entitled to attend the tests and/or inspections referred to in this Clause provided that the Procuring Entity shall bear all of its own costs and expenses incurred in connection with such attendance including, but not limited to, all traveling and board and lodging expenses.



- 16.4. The Procuring Entity may reject any Goods or any part thereof that fail to pass any test and/or inspection or do not conform to the specifications. The Supplier shall either rectify or replace such rejected Goods or parts thereof or make alterations necessary to meet the specifications at no cost to the Procuring Entity, and shall repeat the test and/or inspection, at no cost to the Procuring Entity, upon giving a notice pursuant to GCC Clause 5.
- 16.5. The Supplier agrees that neither the execution of a test and/or inspection of the Goods or any part thereof, nor the attendance by the Procuring Entity or its representative, shall release the Supplier from any warranties or other obligations under this Contract.

17. Warranty

- 17.1. The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials, except when the technical specifications required by the Procuring Entity provides otherwise.
- 17.2. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship or from any act or omission of the Supplier that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.
- 17.3. 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 one percent (1%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) of the total 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 defects and all the conditions imposed under this Contract have been fully met.
- 17.4. 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, within the period specified in the SCC and with all reasonable speed, repair or replace the defective Goods or parts thereof, without cost to the Procuring Entity.
- 17.5. If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in GCC Clause 17.4, the Procuring Entity may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Procuring Entity may have against the Supplier under the Contract and under the applicable law.
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18. Delays in the Supplier's Performance

- 18.1. Delivery of the Goods and/or performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring Entity in Section VI. Schedule of Requirements.
- 18.2. If at any time during the performance of this Contract, the Supplier or its Subcontractor(s) should encounter conditions impeding timely delivery of the Goods and/or performance of Services, the Supplier shall promptly notify the Procuring Entity in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, and upon causes provided for under GCC Clause 22, the Procuring Entity shall evaluate the situation and may extend the Supplier's time for performance, in which case the extension shall be ratified by the parties by amendment of Contract.
- 18.3. Except as provided under GCC Clause 22, a delay by the Supplier in the performance of its obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 19, unless an extension of time is agreed upon pursuant to GCC Clause 29 without the application of liquidated damages.

19. Liquidated Damages

Subject to GCC Clauses 18 and 22, if the Supplier fails to satisfactorily deliver any or all of the Goods and/or to perform the Services within the period(s) specified in this Contract inclusive of duly granted time extensions if any, the Procuring Entity shall, without prejudice to its other remedies under this Contract and under the applicable law, deduct from the Contract Price, as liquidated damages, the applicable rate of one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay until actual delivery or performance. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the maximum is reached, the Procuring Entity may rescind or terminate the Contract pursuant to GCC Clause 23, without prejudice to other courses of action and remedies open to it.

20. Settlement of Disputes

- 20.1. If any dispute or difference of any kind whatsoever shall arise between the Procuring Entity and the Supplier in connection with or arising out of this Contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 20.2. If after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Procuring Entity or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.
- 20.3. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be


settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under this Contract.

- 20.4. In the case of a dispute between the Procuring Entity and the Supplier, the dispute shall be resolved in accordance with Republic Act 9285 ("R.A. 9285"), otherwise known as the "Alternative Dispute Resolution Act of 2004."
- 20.5. Notwithstanding any reference to arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and the Procuring Entity shall pay the Supplier any monies due the Supplier.

21. Liability of the Supplier

- 21.1. The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines, subject to additional provisions, if any, set forth in the SCC.
- 21.2. Except in cases of criminal negligence or willful misconduct, and in the case of infringement of patent rights, if applicable, the aggregate liability of the Supplier to the Procuring Entity shall not exceed the total Contract Price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

22. Force Majeure

- 22.1. The Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that the Supplier's delay in performance or other failure to perform its obligations under the Contract is the result of a *force majeure*.
- 22.2. For purposes of this Contract the terms "*force majeure*" and "fortuitous event" may be used interchangeably. In this regard, a fortuitous event or *force majeure* shall be interpreted to mean an event which the Supplier could not have foreseen, or which though foreseen, was inevitable. It shall not include ordinary unfavorable weather conditions; and any other cause the effects of which could have been avoided with the exercise of reasonable diligence by the Supplier. Such events may include, but not limited to, acts of the Procuring Entity in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
- 22.3. If a *force majeure* situation arises, the Supplier shall promptly notify the Procuring Entity in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring Entity in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the *force majeure*.
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23. Termination for Default

23.1. The Procuring Entity shall terminate this Contract for default when any of the following conditions attends its implementation:

- (a) Outside of *force majeure*, the Supplier fails to deliver or perform any or all of the Goods within the period(s) specified in the contract, or within any extension thereof granted by the Procuring Entity pursuant to a request made by the Supplier prior to the delay, and such failure amounts to at least ten percent (10%) of the contract price;
- (b) As a result of *force majeure*, the Supplier is unable to deliver or perform any or all of the Goods, amounting to at least ten percent (10%) of the contract price, for a period of not less than sixty (60) calendar days after receipt of the notice from the Procuring Entity stating that the circumstance of force majeure is deemed to have ceased; or
- (c) The Supplier fails to perform any other obligation under the Contract.

23.2. In the event the Procuring Entity terminates this Contract in whole or in part, for any of the reasons provided under GCC Clauses 23 to 26, the Procuring Entity may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Procuring Entity for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of this Contract to the extent not terminated.

23.3. In case the delay in the delivery of the Goods and/or performance of the Services exceeds a time duration equivalent to ten percent (10%) of the specified contract time plus any time extension duly granted to the Supplier, the Procuring Entity may terminate this Contract, forfeit the Supplier's performance security and award the same to a qualified Supplier.

24. Termination for Insolvency

The Procuring Entity shall terminate this Contract if the Supplier is declared bankrupt or insolvent as determined with finality by a court of competent jurisdiction. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring Entity and/or the Supplier.

25. Termination for Convenience

25.1. The Procuring Entity may terminate this Contract, in whole or in part, at any time for its convenience. The HoPE may terminate a contract for the convenience of the Government if he has determined the existence of conditions that make Project Implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event(s) or changes in law and national government policies.

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- 25.2. The Goods that have been delivered and/or performed or are ready for delivery or performance within thirty (30) calendar days after the Supplier's receipt of Notice to Terminate shall be accepted by the Procuring Entity at the contract terms and prices. For Goods not yet performed and/or ready for delivery, the Procuring Entity may elect:
- (a) to have any portion delivered and/or performed and paid at the contract terms and prices; and/or
 - (b) to cancel the remainder and pay to the Supplier an agreed amount for partially completed and/or performed goods and for materials and parts previously procured by the Supplier.
- 25.3. If the Supplier suffers loss in its initial performance of the terminated contract, such as purchase of raw materials for goods specially manufactured for the Procuring Entity which cannot be sold in open market, it shall be allowed to recover partially from this Contract, on a *quantum meruit* basis. Before recovery may be made, the fact of loss must be established under oath by the Supplier to the satisfaction of the Procuring Entity before recovery may be made.


26. Termination for Unlawful Acts

- 26.1. The Procuring Entity may terminate this Contract in case it is determined *prima facie* that the Supplier has engaged, before or during the implementation of this Contract, in unlawful deeds and behaviors relative to contract acquisition and implementation. Unlawful acts include, but are not limited to, the following:
- (a) Corrupt, fraudulent, and coercive practices as defined in ITB Clause 3.1(a);
 - (b) Drawing up or using forged documents;
 - (c) Using adulterated materials, means or methods, or engaging in production contrary to rules of science or the trade; and
 - (d) Any other act analogous to the foregoing.

27. Procedures for Termination of Contracts

- 27.1. The following provisions shall govern the procedures for termination of this Contract:
- (a) Upon receipt of a written report of acts or causes which may constitute ground(s) for termination as aforementioned, or upon its own initiative, the Implementing Unit shall, within a period of seven (7) calendar days, verify the existence of such ground(s) and cause the execution of a Verified Report, with all relevant evidence attached;



- (b) Upon recommendation by the Implementing Unit, the HoPE shall terminate this Contract only by a written notice to the Supplier conveying the termination of this Contract. The notice shall state:
- (i) that this Contract is being terminated for any of the ground(s) afore-mentioned, and a statement of the acts that constitute the ground(s) constituting the same;
 - (ii) the extent of termination, whether in whole or in part;
 - (iii) an instruction to the Supplier to show cause as to why this Contract should not be terminated; and
 - (iv) special instructions of the Procuring Entity, if any.
- (c) The Notice to Terminate shall be accompanied by a copy of the Verified Report;
- (d) Within a period of seven (7) calendar days from receipt of the Notice of Termination, the Supplier shall submit to the HoPE a verified position paper stating why this Contract should not be terminated. If the Supplier fails to show cause after the lapse of the seven (7) day period, either by inaction or by default, the HoPE shall issue an order terminating this Contract;
- (e) The Procuring Entity may, at any time before receipt of the Supplier's verified position paper described in item (d) above withdraw the Notice to Terminate if it is determined that certain items or works subject of the notice had been completed, delivered, or performed before the Supplier's receipt of the notice;
- (f) Within a non-extendible period of ten (10) calendar days from receipt of the verified position paper, the HoPE shall decide whether or not to terminate this Contract. It shall serve a written notice to the Supplier of its decision and, unless otherwise provided, this Contract is deemed terminated from receipt of the Supplier of the notice of decision. The termination shall only be based on the ground(s) stated in the Notice to Terminate;
- (g) The HoPE may create a Contract Termination Review Committee (CTRC) to assist him in the discharge of this function. All decisions recommended by the CTRC shall be subject to the approval of the HoPE; and
- (h) The Supplier must serve a written notice to the Procuring Entity of its intention to terminate the contract at least thirty (30) calendar days before its intended termination. The Contract is deemed terminated if it is not resumed in thirty (30) calendar days after the receipt of such notice by the Procuring Entity.
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Special Conditions of Contract

GCC Clause	
1.1(g)	The Procuring Entity is the Department of Budget and Management (DBM) .
1.1(i)	The Supplier is
1.1(j)	The Funding Source is: The Government of the Philippines (GOP) through the authorized appropriations under the FY 2017 General Appropriations Act in the amount of Nine Million Pesos (P9,000,000.00).
1.1(k)	The Project Site is: Department of Budget and Management DBM Building II, General Solano St. San Miguel, Manila.
2.1	No further instructions.
5.1	The Procuring Entity's address for Notices is: Department of Budget and Management Information and Communications Technology Systems Service (ICTSS) 3 rd Floor, DBM Building II General Solano St., San Miguel, Manila Tel No. (02)657-3300 loc. 2356 Contact Person: Director Andrea Celene M. Magtalas ICTSS The Supplier's address for Notices is:
6.2	No further instructions.
10.4	Not applicable.
10.5	Payment using LC is not allowed.
11.3	Maintain the GCC Clause.
13.4(c)	No further instructions.
15	No further instructions.
16.1	No further instructions.
17.3	No further instructions.
17.4	No further instructions.
19	The imposition of liquidated damages in all instances shall be automatic, except upon prior request for extension and approval thereof by the Procuring Entity before the scheduled delivery date. Any request for extension not acted upon before delivery date shall be considered denied.



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

BIDS AND AWARDS COMMITTEE

NOTICE OF AWARD

MR. NORBERTO H. AGUHO
Business Development Executive
Electronic Information Solutions, Inc.
Rm. 2016 Auro-Vir Plaza
1695 Evangelista St., Bangkal
Makati City, Metro Manila

Dear **Mr. Aguho:**

We are pleased to inform you that the contract for the Project, "e-Technical Library," is hereby awarded to Electronic Information Solutions, Inc. in the amount of P7,058,800.00.

In this regard, you are hereby required to post a performance security in the amount and form stated in Section 39 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 prior to the signing of the contract.

Very truly yours,


BENJAMIN E. DIOKNO
Secretary



12/29/17
RECEIVING COPY
NORBERTO AGUHO

ASIA INSURANCE (PHILIPPINES) CORPORATION
(Formerly Asia Traders Insurance Corporation)

Manila Office : 15/F, Tysons Place, Plaza Lorenzo Ruiz,
Binondo, Manila, Philippines 1006 P.O. Box 722
Tel. No. (632) 241 8201; Fax No. (632) 241 8257

Makati Office : 15/F, Chatham House, 116 Malero cor. V.A. Rufino Sts.
Salcedo Village, Makati City, Philippines
Tel. No. (632) 846 9223; Fax No. (632) 888 2309

AIPC BOND NO. G(13)-11308/NSMKT2

PERFORMANCE BOND

—ooDoo—

Rate :	0.550000 %
Prem.	25,168.27
DS	3,176.50
EVAT	3,020.20
NF/OTHERS	800.00
LGT	50.34
TOTAL	32,215.31

KNOW ALL MEN BY THESE PRESENTS:

That we, **ePLDT INC.** of 5th Floor, L.V. Locsin Bldg., Makati Avenue, Makati City as Principal, and the **ASIA INSURANCE (PHILS.) CORPORATION**, duly organized and existing under and by virtue of the laws of the Philippines with principal office at Plaza Lorenzo Ruiz, Binondo Manila, Philippines, as Surety, are held and firmly bound unto **DEPARTMENT OF BUDGET AND MANAGEMENT** in the amount **PESOS: FOUR MILLION FIVE HUNDRED SEVENTY SIX THOUSAND FORTY EIGHT & 35/100 ONLY (P4,576,048.35)**, Philippine Currency for the payment of which, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

The Conditions of this Obligation are as follows:

WHEREAS, the above-bounden Principal has entered into an agreement with the above-Obligee to undertake the **"HELPLESS MANAGEMENT SERVICE"**, as per Notice of Award dated November 2, 2017, a copy of which is hereto attached for reference;

Provided, however, that the liability of the Surety Company under this bond shall be proportionately decreased by the percentage of completion of the work and materials used in this project;

WHEREAS, this bond is conditioned to guarantee the faithful performance of the Principal to complete the above-mentioned project. Provided, however, that the liability of the Surety under this bond shall in no case EXCEED the amount of **PESOS: FOUR MILLION FIVE HUNDRED SEVENTY SIX THOUSAND FORTY EIGHT & 35/100 ONLY (P4,576,048.35)**, Philippine Currency;

This Bond is **"CALLABLE ON DEMAND"**.

—oO (NOTHING FOLLOWS) Oo—

WHEREAS, as a condition to the said award requires the above-named Principal to file a Performance Bond in the amount of **PESOS: FOUR MILLION FIVE HUNDRED SEVENTY SIX THOUSAND FORTY EIGHT & 35/100 ONLY (P4,576,048.35)**, Philippine Currency.

NOW, THEREFORE, the conditions of this obligation is such that if the above-bounden Principal shall truly and well comply with all the terms and conditions regulating the said Award, then this bond shall be null and void; otherwise, it shall remain in full force and effect.

LIABILITY of the Surety in this bond will expire on **NOVEMBER 2, 2018** is notified in writing of any existing obligation thereunder, or otherwise extended by the Surety in writing. It is hereby further agreed and understood that no action, at law or equity shall be brought against the Surety under this Bond unless the same is brought to competent Court within one year from the date said written notice of any existing obligations is received by the Surety, as herein stipulated.

WITNESS OUR HANDS AND SEALS this 9th day of November 2017, in the City of Manila, Philippines.

ePLDT INC.

(Principal)

NERISSA S. RAMOS
Group Chief Operating Officer

ASIA INSURANCE (PHILIPPINES) CORP.

TIN 006-740-925

(Surety)

LEONIDES S. DE LEON
Underwriting Manager, Surety & Motor

SIGNED IN THE PRESENCE OF:

Witness to Principal

DIANA L. FERBANCO c/o AIPC
Witness to Surety



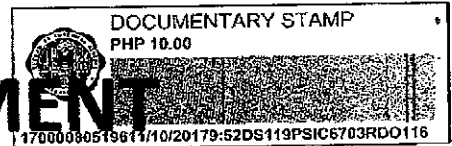
ASIA INSURANCE (PHILIPPINES) CORPORATION
(Formerly Asia Traders Insurance Corporation)

Manila Office: 1575 Tysons Plaza, Plaza Lorenzo Ruiz,
Binondo, Manila, Philippines 1008 P.O. Box 722
Tel. No. (832) 241 5201; Fax No. (832) 241 5257

Makati Office: 15th, Crestview House, 116 Valero cor. V.A. Rufino Sts.,
Salcedo Village, Makati City, Philippines
Tel. No. (832) 845 3223 Fax No. (832) 855 2309

AIPC BOND NO. G(13)-11308/NSMKT2

ACKNOWLEDGEMENT



REPUBLIC OF THE PHILIPPINES)
CITY OF MANILA) S.S.


In the City of Manila, Philippines, this 9th day of November 2017, personally appeared before me:

NERISSA S. RAMOS with Tax Identification No. 102-091-931 in her capacity as Group Chief Operating Officer of **ePLDT, INC.** with Tax Identification No. **207-762-846-00000**;

LEONIDES S. DE LEON with Social Security System No. 33-1310799-8, in his capacity as Underwriting Manager - Surety & Motor of **ASIA INSURANCE (PHILIPPINES) CORPORATION** with Tax Identification No. 000-740-925;

who executed the foregoing document, which they confirmed and ratified, declaring the same to be their free and voluntary act and deed and as well as the free and voluntary act and deed of the corporations represented herein.

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Page No. : 16
Book No. : XI
Series of : 2017


ATTY. ROMEO M. MONFORT
Commission Number 246
NOTARY PUBLIC
Until December 31, 2017
PTR No. 5913220, January 5, 2017, Makati City
126 Amorsolo St., Legaspi Village, Makati City
Roll No. 27932
IBP No. 1062454, January 06, 2017, Pasig City

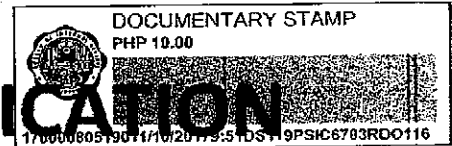
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Salcedo Village, Makati City, Philippines
Tel. No. (632) 845 3223 Fax No. (632) 888 2909

AIPC BOND NO. G(13)-11308/NSMKT2

AFFIDAVIT OF JUSTIFICATION



REPUBLIC OF THE PHILIPPINES)
CITY OF MANILA) S.S.

LEONIDES S. DE LEON of the ASIA INSURANCE (PHILIPPINES) CORPORATION, having been duly sworn, states and deposes that the said ASIA INSURANCE (PHILIPPINES) CORPORATION, is a corporation duly organized and existing under and by virtue of the laws of the Philippines and duly authorized to execute and furnish surety bonds for all purposes within said country and that it is actually worth the amount specified in the foregoing undertaking, to wit: **PESOS : FOUR MILLION FIVE HUNDRED SEVENTY SIX THOUSAND FORTY EIGHT & 35/100 ONLY (P4,576,048.35), PHILIPPINE CURRENCY** over and above all just debts and obligations and property exempt from execution, and that it has no pending obligation demandable and outstanding in any amount to the Government or any of its agencies as of the last day of the month proceeding the date the bond is issued or posted.

Asia Insurance (Philippines) Corporation
TIN - 000740-925

LEONIDES S. DE LEON
Underwriting Manager - Surety & Motor

SUBSCRIBED AND SWORN to before me this 9th day of November 2017, at Manila, Philippines, affiant exhibiting to me his Security System No. 33-1310799-8;

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Book No. : XI
Series of : 2017

ATTY. ROMEO M. MONFORT
Commission Number 246
NOTARY PUBLIC
Until December 31, 2017
PTR No. 5913220, January 5, 2017, Makati City
126 Amorsolo St., Legaspi Village, Makati City
Roll No. 27932
IBP No. 1062454, January 06, 2017, Pasig City



Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Pananalapi
Department of Finance
KOMISYON NG SEGURO
INSURANCE COMMISSION

KATIBAYAN NG PAGKAMAYKAPANGYARIHAN
CERTIFICATE OF AUTHORITY

ITO AY PATUNAY na ang **ASIA INSURANCE (PHILIPPINES) CORPORATION**
(This is to certify that **NG LUNGSOD NG MAYNILA, PILIPINAS**

na isang pang **DI-BUHAY**
a **NON-LIFE**
(FIRE, MARINE, CASUALTY & SURETY)

na kompanya ng seguro ay nakatugon sa lahat ng mga kailangang itinakda ng batas
insurance company, has complied with all requirements of law

ng Pilipinas kaugnay sa gayong mga kompanya ng seguro, kung kaya pinagkakalooban
of the Philippines relative to such insurance companies, and it is hereby granted

nitong **KATIBAYAN NG PAGKAMAYKAPANGYARIHAN** upang makipagnegosyo ng
this CERTIFICATE OF AUTHORITY to transact

uri ng seguro na itinakda sa itaas hanggang ikalabingdalawa ng hatinggabi, ng ikatatumpu't isang
the class of insurance business above set forth until twelve o'clock midnight, on the thirty-first

araw ng Disyembre, taong dalawang libo't labing-walo
day of December 2018

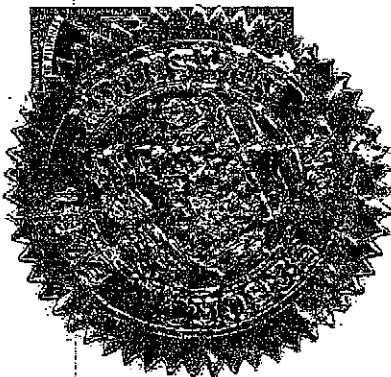
maliban kung agad na bawlin o pigilin ng may makatuwirang dahilan.
unless sooner revoked or suspended for cause.)

Bilang **KATUNAYAN NITO**, inilagda ko ang aking pangalan
(In WITNESS WHEREOF, I have hereunto subscribed my name

at ikinintal ang Opisyal na Tatak ng aking Tanggapan
and caused my Official Seal to be affixed,

sa Lungsod ng Maynila, Pilipinas. Ito ay may bisa
at the City of Manila, Philippines. This becomes

simula ika-isa ng Enero 2016.
effective on 1 January 2016.)



AO No. 34 issued on
April 2, 1946

Date Issued: _____

EMMANUEL F. DOOC
Insurance Commissioner

CERTIFIED TRUE COPY:
ASIA INSURANCE (PHILIPPINES) CORP.

Authorized Signature



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

BIDS AND AWARDS COMMITTEE

NOTICE TO PROCEED

MR. NORBERTO H. AHUGO
Business Development Executive
Electronic Information Solutions, Inc.
Rm. 2016 Auro-Vir Plaza
1695 Evangelista St., Bangkal
Makati City, Metro Manila

Dear **Mr. Ahugo:**

This is to inform your company that performance of the obligations specified in the attached Contract for the Project, "e-Technical Library," shall commence upon receipt of this Notice to Proceed.

Very truly yours,


BENJAMIN E. DIOKNO
Secretary

I acknowledge receipt and acceptance of this Notice on: NORBERTO AHUGO 1/15/16

Name of Consultant and/or Representative: _____

Authorized Signature: _____