



# UNIVERSITY OF THE PHILIPPINES MANILA

## University Library

2/F Rizal Hall, College of Arts & Sciences, Padre Faura St., Ermita, Manila 1000, Philippines  
Tel: (632) 8525-4980 loc 104 or 109 • Telefax: (632) 5310-1946 • Email: library@upm.edu.ph



26 October 2021

**TRISTAN NATHANIEL C. RAMOS, DDM, MPH**

Chair, BAC 3

Dear Sir:

Good day.

We would like to submit the following updated specifications for PR No. 13150, Supply of IT and Office Equipment for the University Library.

Please refer to the attached approved technical specifications for Desktop and Laptop from the IMS office.

Current Technical Specifications	Revision
<b>Computer Desktop:</b> Intel core i7 10510U 1.8 GHz Processor 8M Cache, 4.90GHz/2 GB NVIDIA GeForce MX350 with GDDR5 VRAM/16 GB LPDDR3 2133 MHz SDRAM Onboard memory/512 GB PCIe Gen3x4 with Intel Optane SSD/14.0 display, Windows 10, 1 yr. warranty.	<b>Processor:</b> Intel Core i7-10700F (2.9 GHz base frequency, up to 4.7 GHz with Intel Turbo Boost Technology, 16 MB L3 cache, 8 cores) <b>Memory:</b> 16 GB DDR4-2933 MHz RAM (1x16 GB) <b>Storage:</b> 1 TB HDD Storage; 256 GB SSD storage <b>Graphics:</b> NVIDIA GeForce GT 1030 (2 GB GDDR5 dedicated) <b>Bundle:</b> USB Wired keyboard & Wired mouse <b>Display:</b> 23" inch monitor <b>OS:</b> Windows 10 <b>AVR:</b> 230V
<b>Laptop:</b> Windows, Screen:14" in FHD, IPS Touch/Intel core i7 8550U/8GB/512GB SSD M.2 PCIe NVMe, Wireless AC, Intel Bluetooth 4.1/Windows 10; warranty: 2 yrs.	<b>Laptop:</b> 10th Gen Intel Core i7-10750H Processor 2.6GHz; 17.3" Full HD (1920x1080) 144Hz 3ms Display; 16GB DDR4 2666MHz RAM, NVIDIA GeForce GTX 1660 Ti 6GB Graphics; 256GB NVMe Solid State Drive + 1TB Hard Drive, 6-Cell 51Wh Li-Ion Battery; 802.11 Wireless-AC 2x2 WLAN + Bluetooth 5.0, Steel Series Single Backlight Keyboard with Anti-Ghost Key + Silver Lining; Windows 10

Thank you.

Very truly yours,

**MARIA NIMFA V. CASTRO, MLIS**  
University Librarian

UPM-LIB-OP-01F7

Revision: 0

Page:

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*Elena Jimin*  
10-28-21

PROCUREMENT OFFICE

CHECKLIST OF REQUIREMENTS FOR PROCUREMENT  
(GOODS)

PROJECT TITLE: Purchase of IT and Office Equipment

END-USER: UNIVERSITY LIBRARY

PR No. 13150

- ☒ PURCHASE REQUEST
- ☒ Complete description (Quantity, Unit, Unit Cost and Total Amount.
- ☒ Specifications.
- ☐ Terms and Conditions (e.g. warranty and delivery period.
- ☒ Signature of End-User.
- ☒ VCA
- ☐ N/A ] PGH Director
- ☐ N/A ] Chancellor
- ☒ Budget Clearance: ABC 715,000.00
- ☒ Fund Source: PR-Lib-21-03-14
- ☒ Inclusion in the APP/SPPMP PPMP 2021

Mode of Procurement :

- ☐ For Public Bidding (BAC III)
- ☒ Alternative Mode :
- ☒ Small Value (Procuring Unit/End-User)
- ☐ Shopping
- ☐ Direct Contrating due to \_\_\_\_\_
- ☐ \_\_\_\_\_

BAC3-2021-\_\_\_\_\_

Other instructions/remarks:

BAC3 will conduct SVP.

  
MILADILLA A. SANTIAGO, MPA

Director I

UPM-Pro-F2

Date: 3/11/21



# UNIVERSITY OF THE PHILIPPINES MANILA

Taft Avenue, Manila, Metro Manila, NCR  
VAT Reg. TIN: 000-864-006-00005

1112005499

## Purchase Request

Entity Name: UP Manila

Fund Cluster: 05

PPMP No.:

<b>Office/Section:</b> UPM University Library		<b>PR No.:</b> 13150 <b>Responsibility Center Code:</b> MA03003001 --		<b>Date:</b> Feb 9, 2021	
Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	set	Computer Desktop (Intel core i7 10510U 1.80GHz Processor 8M Cache, 4.90GHz /2GB NVIDIA GeForce MX350 with GDDR5 VRAM /16 GB LPDDR3 2133 MHz SDRAM Onboard memory/512 GB PCIe Gen3x4 with Intel Optane SSD /14.0 display, Windows10)1 yr warranty	5	85,000.00	425,000.00
	set	Laptop - Windows, Screen: 14" in FHD, IPS Touch/Intel Core i7 8550U/8GB/512GB SSD M.2 PCIe NVMe, Wireless AC, Intel Bluetooth 4.1/Windows 10; warranty:2 years	3	75,000.00	225,000.00
	pc	Printer (Colored with Ink Tank System, WiFi direct, 4 in 1, Print, copy & scan and borderless photo printing)	1	15,000.00	15,000.00
	un	Scanner; Flatbed with ADF, high speed (monochrome & color) duplex scanning document scanner)	1	50,000.00	50,000.00
<b>Grand Total</b>					<b>715,000.00</b>
<b>Purpose:</b> Purchase of IT and Office equipment					

<b>Signature:</b> <b>Printed Name:</b> <b>Designation:</b>	<b>Requested by:</b>  Castro, Ms. Maria Nimfa Varela University Librarian	<b>Approved by:</b>  Samaniego, Dr. Arlene Atcid, MD Vice Chancellor for Administration
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MAR 08 2021

Certified that all items listed in Purchase Request No. 13150 were included in the 2021 Annual Procurement Plan of the University of the Philippines Manila.  
Mode of Procurement: Small Value Procurement  
  
MILADELLA A. SANTIAGO, MPA  
Director, UPM-Procurement Office  
Feb. 2/16/2021

**BUDGET CLEARANCE**  
Fund Source: PR-46-21-03-14  
Approved Amount: P 715,000.00  
  
LOVELLE C. SAGUID  
Chief Budget Officer, UPM  
Date: 3/4/21

RECEIVED BY:   
DATE/TIME: 03-11-21

MAR 04 2021

MAR 09 2021  
UPM - Procurement Office  
RECEIVED  
MAR 17 2021  
OFFICE AIDE (JO)  
MAR 04 2021