

TECHNICAL SPECIFICATIONS

1. Project Title

Services of Game Officials for Basketball (Mixed: Open & Seniors)

2. Total Budget

The total budget for the project amounts to Php75,600.00. Said budget is included in the Corporate Budget for CY2020.

3. Brief discussion why the goods and services to be procured are necessary

The Services of Game Officials for the Basketball Tournament (Mixed) is needed for the CY2020 GSIS In-house Basketball Tournament.

4. Scope of the project

The project includes services of game officials for basketball tournament (Mixed) that will be procured through Small Value Procurement

5. Detailed specifications of the items, materials, equipment/hardware/software, accessories and/or services to be procured

Total Quantity	Unit of Measure	Material Description
48	Games	<ul style="list-style-type: none">• Two (2) referees• One (1) table officials• Must be accredited by any association of professional basketball officials• Total of 2 games per playing day

6. Manpower requirements

The supplier must assign a Point Person who will handle/facilitate the requests for the supply and delivery of the services. Contact details of this Point Person must be given to the Medical and Wellness Services Department (MWSD) upon commencement of the project.

7. Support service requirements

The service provider through the designated Point Person must accomplish the GSIS Supplier Registration Information Sheet (SRIS) and submit the documentary requirements for vendor registration.

8. Warranty and after-sales service requirements

The service provider must submit the list of officials who will be officiating in the GSIS Basketball Tournament.

The service provider represents and warrants that it has the capacity to perform its obligations and undertakings according to technical specification, and hereby agrees and warrants that it shall faithfully observe and comply therewith.

9. Clear statement of the required standards of workmanship, materials and performance of the goods and services to be procured

“Not applicable in this project”

10. Brand and specifications of the existing items, materials, equipment/hardware/software and accessories, if the former are related to the goods and services to be procured

“Not applicable in this project”

11. Drawings/Plans and other necessary information

“Not applicable in this project”

12. Schedule and place of delivery

The winning supplier must supply and deliver the services to the GSIS Central Office, Pasay City based on the delivery schedule from the receipt of the purchase order:

Delivery Schedule	Quantity	Unit of Measure	Delivery Period
Delivery for the 1 st quarter	48	games	03 February 2020

13. Terms of Payment

- a. Payment shall be made on the following conditions:
 - 1. 1st payment (25% of bid price) within fifteen workings days after receipt of the signed Purchase Order (PO), billing statement, and submission of list of officials:
 - 2. 2nd payment (25% of bid price) within fifteen workings days after the delivery of the 24th game and billing statement; and
 - 3. 3rd and final payment (50% of bid price) within fifteen workings days after the delivery of the 48th game and billing statement.
- b. Second and Third/Final payment shall be computed on the remaining number of games (per game basis).
- c. Payment shall be subject to applicable taxes, auditing and accounting rules and regulations and existing rules and regulations of GSIS relative to payment of procurement contracts.

14. Responsibilities of the End-User Unit during project implementation

The MWSD shall perform its duties and responsibilities stated in this Technical Specifications.

15. Penalty for Delay

When the winning bidder fails to satisfactorily deliver services under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the supplier shall be liable for damages for the delay and shall pay GSIS liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed services scheduled for delivery for every day of delay until such services are finally delivered and accepted by GSIS.¹

GSIS need not prove that it has incurred actual damages to be entitled to liquidated damages. Such amount shall be deducted from any money due or which may become due to the supplier, or collected from any securities or warranties posted by the supplier, whichever is convenient to the procuring entity concerned. In no case shall the total sum of liquidated damages exceed ten percent (10%) of the total contract price, in which event the procuring entity concerned may rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid.

16. Data Privacy

The winning bidder/supplier must comply with all the provisions of Republic Act No. 10173, known as the “Data Privacy Act of 2012” and its Implementing Rules and Regulations.

IMPORTANT REMINDER

The Government Service Insurance System (GSIS) warns the public/bidders of unscrupulous individuals and groups posing as officers/employees of the GSIS soliciting money for alleged aid for whatever purpose **Do not give anything to these unscrupulous individuals and groups**

GSIS is fully compliant with the *NO SOLICITATION AND GIFT POLICY*. In this regard, **GSIS officials and employees are prohibited** from directly or indirectly soliciting gifts, favors or benefits from stakeholders and directly or indirectly soliciting, accepting or receiving any gift, favor or benefits from any party which may influence the performance of their official functions or which may be perceived as influencing their past, present and future official functions.

We thus enjoin the cooperation of the public/vendors/suppliers to report these individuals/groups to GSIS through the **Office of the Vice-President, General Services Office at (02) 976-4900 local 4971** and **Materials Management Department (MMD) at (02) 976-4900 local 3608.**

¹ Refer to Section 3.1 & 3.2 *Liquidated Damages of RIRR -- Annex D*