



Republic of the Philippines
NATIONAL POLICE COMMISSION
NATIONAL HEADQUARTERS, PHILIPPINE NATIONAL POLICE
OFFICE OF THE CHIEF, PNP
Camp BGen Rafael T Crame Quezon City

29 JAN 2021

MEMORANDUM CIRCULAR
NO.: 2021 - 011

**PRESCRIBING THE MINIMUM TECHNICAL SPECIFICATIONS
FOR LAPTOP COMPUTER**

1. REFERENCES:

- a. NAPOLCOM Resolution No. 2020-0766: "Prescribing the Minimum Standards for Laptop Computer" dated September 11, 2020;
- b. NAPOLCOM Memorandum Circular (MC) No. 2019-002: "Defining the Duty and Authority of the NAPOLCOM to Prescribe Minimum Standards for Uniforms, Arms, and Equipment to be Procured by the Philippine National Police" dated January 29, 2019;
- c. NAPOLCOM Resolution No. 2015-061: "Amending NAPOLCOM Resolution No. 2010-028 by Prescribing the New Minimum Standards in the Specifications for Laptop/Notebook Computer" dated March 10, 2015; and
- d. PNP UESB Resolution No. 2020-031: "Approving the Proposed Technical Specifications for Laptop Computer" dated October 29, 2020.

2. RATIONALE:

This MC sets forth the technical specifications for Laptop Computer to be used by Philippine National Police personnel during office and/or field works.

3. SITUATION:

The PNP has recognized the importance of laptop computer in its mission. During the past years, this portable computer is being used not only during meetings but also in several field works/operations.

The Directorate for Logistics realized the need to update the existing standard specifications for Laptop Computer under NAPOLCOM Resolution Nos. 2015-061 as stated in their memorandum dated May 11, 2020. The updated specifications will serve as the basis in the future procurement of this ICT equipment.

4. PURPOSE:

To provide and establish the technical specifications for Laptop Computer that will serve as reference in the procurement of said equipment.

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5. DEFINITION OF TERMS:

- a. Central Processing Unit (CPU) – refers to the component of a computer system that controls the interpretation and execution of instructions. The CPU of a PC consists of a single microprocessor, while the CPU of a more powerful mainframe consists of multiple processing devices, and in some cases, hundreds of them. The term “processor” is often used to refer to a CPU.
- b. Expansion Slot – refers to a physical electronic interface provided in a computer system to enable extra facilities to be added easily at a later date.
- c. Laptop – refers to a personal computer that is small and light enough to be operated on the user's lap.
- d. Memory – refers to a part of a computer in which information is stored for immediate use by the CPU.
- e. Operating System – refers to software that, after being loaded into the computer by an initial boot program, manages a computer's resources, controlling the flow of information into and from a main processor. It performs complex tasks, such as memory management, control of displays and other input/output peripheral devices, networking and file management, and other resource allocation functions between software and system components
- f. Software – refers to set of instructions developed by programming language which tells a computer what to do.
- g. Universal Serial Bus (USB) – refers to a standard for connection sockets on computers and other electronic equipment.

6. GUIDELINES:

a. Specifications:

1) Description

The Laptop Computer is a portable and compact computer with processing unit and powered by battery or an alternating current (AC) cord plugged into an electrical outlet, an attached display screen and input devices like keyboard, mouse or touchpad. It has powerful processor, with high memory, possesses clear resolution screen and with long battery lifespan and is capable of the following:

- a) Install and run software programs or applications;
- b) Create, edit, store, and view or read documents or files using appropriate software program or application;

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- c) Web browsing and access to a network through wired or wireless connection;
 - d) Transfer files to/from an external storage device directly, with the use of a cable or through wireless connections; and
 - e) Play audio and video files.
- 2) Technical Specifications
- a) Processor : 8 core, 2.3 GHz
 - b) Memory : 16 GB
 - c) Hard Disk : 2 TB HDD + 256 GB SSD (optional)
 - d) Graphics : 4 GB dedicated VRAM
 - e) Onboard Controller : Sound controller, built-in speaker, microphone
 - f) Expansion Slots : SD card reader
 - g) Display
 - (1) Type : Manufacturer's standard
 - (2) Screen Size : 15.6 inch minimum
 - (3) Resolution : 1920 x 1080
 - h) Camera : Built-in, 720p
 - i) Connectivity : 802.11ac/ax WiFi and Bluetooth 5.0
 - j) USB ports : Four USB ports
 - k) Interface : HDMI and audio jack
 - l) Battery : 64 Whr Lithium Polymer or latest battery type/composition
 - m) Power : Manufacturer's standard
 - n) Software : Latest licensed Operating System
Latest licensed Anti-Virus Software
Latest licensed Office Application

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- 3) Accessories
 - a) Power adapter;
 - b) Charger and power cable;
 - c) CD installer/driver;
 - d) Manual;
 - e) Mouse and mouse pad;
 - f) Laptop bag; and
 - g) External cooling device.

7. REPEALING CLAUSE:

All other technical specifications contrary to or inconsistent with the provisions of this PNP MC are hereby rescinded, modified or amended.

8. EFFECTIVITY:

This MC shall take effect after 15 days from filing a copy thereof at the UP Law Center in consonance with Section 3, Chapter 2, Book VII of Executive Order 292 otherwise known as the "Revised Administrative Code of 1987," as amended.



[Signature]
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 Police General
 Chief, PNP

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