



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

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the "*Supply, Delivery, Fabrication, Installation, Testing and Commissioning of Audio-Visual System*" in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

- Name of Project : Supply, Delivery, Fabrication, Installation, Testing and Commissioning of Audio-Visual System
- Approved Budget for the Contract : Seven Hundred Thousand Pesos Only (Php700, 000.00)
- Specifications : See the attached Technical Specifications
- Location : G/F DBM Building III, Gen. Solano St., San Miguel, Manila
- Delivery Date : See attached Schedule of Requirements

Interested suppliers are required to submit their valid and current Mayor's Permit, Income/Business Tax Return, PhilGEPS Registration Number, Notarized Omnibus Sworn Statement, Schedule of Requirements, Statement of Compliance and price quotation form (Annex "A") upon submission of quotation.


Award of contract shall be made to the bidder with the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is on or before **3:00 p.m.** of **March 7, 2018** at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-1957.

For inquiries, you may contact us at tel. nos. 735-4902 or 657-3300 local 3115.

Very truly yours,


RYAN S. LITA
Director IV, Administrative Service

PRICE QUOTATION FORM

Date

The Administrative Service
Department of Budget and Management
Ground Floor, DBM Bldg. III, Gen. Solano St.,
San Miguel, Manila

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Description	Specification	Quantity	Unit Price	Total Price
Supply, Delivery, Fabrication, Installation, Testing and Commissioning of Audio-Visual System	1. LED Projectors	2 Units		
	2. Motorized Electric Projector Screen	2 Units		
	3. Ceiling Mounted Speaker	12 Units		
	4. Wireless Delegate Microphone System	1 Lot		
	<ul style="list-style-type: none"> • Wireless Microphone Base • Microphone Gooseneck • Wireless Receiver 	10 units 10 units 1 unit		
Total (inclusive of VAT)				
<i>Note: Please see attached Technical Specifications for the detailed requirements.</i>				

(Amount in Words) _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/Signature of Representative

Name of Company

Contact No.

Schedule of Requirements

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

Item	SCHEDULE OF REQUIREMENTS	Quantity	Contract Duration
	The Contractor shall provide the following materials, tools and equipment, manpower, and supervision needed for the project:		
1	LED Projectors	2 Units	30 Calendar Days upon receipt of Notice to Proceed
2	Motorized Electric Projector Screen	2 Units	
3	Ceiling Mounted Speakers	12 Units	
4	Wireless Delegate Microphone system	1 lot	

Note: The delivery schedule indicated herein may be modified by the DBM Administrative Service Director during contract implementation with prior notice, written or verbal, to the Supplier. The DBM may likewise imposes suspension of the project at any time during implementation, if necessary.

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

Name of Company/Bidder

**Signature Over Printed Name
of Representative**

Date



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	Technical Specifications	Bidder's Statement of Compliance
1	LED Projectors	
	<ul style="list-style-type: none"> • 5000 Lumens (Minimum) • Projection System: LED panel + LED Lamp • Lens Adjustment : Manual • Quality: 1080p • Image Flip: yes • Signal Inputs: VGA, HDMI, RCA • Color: White • Voltage: 220v 50/60Hz • Projection Distance: 5meters • Includes ceiling mounting brackets, wires, cables, etc. 	
2	Motorized Electric Projector Screen	
	<ul style="list-style-type: none"> • Housing Color: White: • Control Panel: Embedded/concealed conduits/wires, or Wireless remote • Size: 70"x70" inches • Ceiling mounted • Includes all accessories (e.g. wires, conduits, controls, etc) 	
3	Ceiling Mounted Baffled Speakers	
	<ul style="list-style-type: none"> • Size: 6" + 1.5" • Type: in ceiling speakers, flushed type • Wattage, 50W • Resistance: 8 ohms • Output Audio: Music Quality • Frequency Response: full range 20Hz-20KHz • Finish: Baffle: ABS, White Grille: Steel, White • Weight: 2.8Kg Maximum • Mounting Flush-mount dog ears • Includes all accessories, wire, conduits, cables, etc. 	
4	Wireless Delegate Microphone system	
	<ol style="list-style-type: none"> 1. Wireless Microphone Base (10 Units) <ul style="list-style-type: none"> • Low Profile Design, Table Top • Delegate Microphone With LED indicator when turned on 	



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."

	<ul style="list-style-type: none"> • Battery: Rechargeable, standard Philippine sizes (AA, AAA, 9V size) • Delegate Microphone with on and off button • At least 7hours continuous operation without charging • With charging rack, input voltage 220v 50/60hz • Color: Black • Signal Frequency: Should not interfere with DBM's wireless signals <p>2. Microphone Gooseneck (10 units)</p> <ul style="list-style-type: none"> • Cardioid Gooseneck Microphone • Flexible Microphone Handle • Length of microphone handle: 16 inches to 18 inches • Color: black • Microphone with diaphragm with sound foam • Shock mount that provides isolation from surface vibration noise • Compatible with the Wireless Microphone Base <p>3. Wireless Receiver (1 unit)</p> <ul style="list-style-type: none"> • Signal Frequency: Should not interfere with DBM's wireless signals • Receiver: single volume control • Automatic Frequency Selection • Automatic Transmitter Setup • Low Battery Indicator • Rack mountable • Audio out Port: standard XLR • Receiver effective range minimum 20 meters • Stereo Output 	
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I hereby certify to comply with all the above Technical Specifications.



Name of Company/Bidder

Signature Over Printed Name of Representative

Date

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor of *[Name of Bidder]* with office address at *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for *[Name of the Project]* of the *[Name of the Procuring Entity]*;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the *[Name of Bidder]* in the bidding as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture)]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

If a sole proprietorship: I am not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and

8. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:

- a) Carefully examine all of the Bidding Documents;
- b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
- c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
- d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.

9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ___ day of *[month]* *[year]* at *[place of*

execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No.02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____ and his/her _____ No. _____ issued on _____ at _____.

Witness my hand and seal this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. __, *[date issued]*, *[place issued]*

IBP No. __, *[date issued]*, *[place issued]*

Doc. No. ____

Page No. ____

Book No. ____

Series of ____