



Office of the President of the Philippines
OFFICE OF THE PRESIDENTIAL ADVISER ON THE PEACE PROCESS

REQUEST FOR QUOTATION

12 August 2019

The Office of the Presidential Adviser on the Peace Process (OPAPP), through its Bids & Awards Committee (BAC), invites interested Suppliers/Distributor to submit their *lowest* and *responsive* quotation for Lease of Sound System and LED Screen. Details of which are as follows:

A. Name of the Project	Lease of Sound System and LED Screen.
B. Source of Fund	General Appropriations Act 2019.
C. Approved Budget for the Contract (ABC)	Two Hundred Seventy Thousand Pesos (PhP270,000.00).
D. Mode of Procurement	Negotiated Procurement-Small Value Procurement (R.A. 9184).
E. Technical Requirements	Please see Annex "A".
F. Documentary Requirements	1) PhilGEPS Registration Number/ Certificate; 2) Mayor's/ Business Permit; 3) Latest Income/ Business Tax Return (Tax Clearance will not be accepted); 4) Omnibus Sworn Statement in accordance with sec. 25.3 of the 2016 IRR of RA 9184;

I. Terms & Conditions

- a) The ABC is inclusive of applicable taxes, delivery charges and other pertinent fees that the supplier may have to pay.
- b) Bid offer exceeding the ABC shall be automatically disqualified.
- c) The bid offer must be valid for forty-five (45) calendar days upon receipt by the procuring entity.
- d) Documentary requirements must be submitted on or before the deadline of submission of bids. Late bids will not be accepted.

If you intend to send your bids through a courier, please ensure that we shall receive it before the deadline of submission of bid.

- e) Bids must be submitted in a sealed envelope with the (i) bidder's complete (postal) address; (ii) telephone number, fax and email address printed under its postal address; & (iii) the name of the project must be indicated in the center-uppermost.

Unsealed bids nor bids sent through email will not be accepted/ honored.

- f) All quotations must be inclusive of all applicable fees, and not subject to price escalation in case there will be an Order increasing the daily minimum wage.
- g) Subcontracting is not allowed.

II. Schedule of Set-Up

6 September 2019

III. Place of Delivery

Old Maguindanao Provincial Capitol
Brgy. Simuay, Sultan Kudarat
Maguindao

IV. Terms of Payment

The Procuring Entity shall process full payment upon submission of the billing statement.

V. Liabilities

The Procuring Entity shall not be liable to the lessor for any equipment that might be damaged or destroyed as a result of using the same during the activity.

VI. Deadline of Submission of Bids

Bids/Quotations must be submitted on or before AUG 23 2019, 5 PM.

VII. Submit your bids at:

BAC Secretariat's Office
6th Floor, Agustin I Bldg.
F.Ortigas Jr. Road
Ortigas Center
Pasig City

The OPAPP reserves the right to reject any and all quotations or bids, declare a failure of bidding or not award the contract in accordance with Section 41 of the IRR of R.A. 9184.

The contract will be awarded to the *lowest quotation* and *responsive* to our specifications and requirements.

For further inquiries, please coordinate with the BAC Secretariat at telephone number (02) 636 0701 local 818, or at opapp.bacsec@gmail.com.

Sincerely,



Ma. Sheila S. Orbeta

AO V - IDB

Noted by:



Anna Farina P. Marundan

PPO V - IDB

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After having carefully read and accepted your terms and conditions, our best offer for the procurement of the above listed goods is (Please fill-in details: amount in words) (PhP _____).00).

Company Name: _____
Authorized Representative: _____
Signature: _____
Position: _____
Contact No.: _____
Email Add: _____

Technical Requirements

- 1) Installation and delivery of lights and three (3) sets of Sound System Old Provincial Capitol, Sultan Kudrat shall be borne by the Contractor to be installed at the following sites:
 - (a) Old Capitol Gymnasium
 - 4 Wireless Microphones & 1 Microphone with wire
 - 1 microphone stand
 - 1 mixer at least 8 speakers
 - 1 set of lights appropriate to the venue
 - (b) Old Capitol Grounds
 - 1 mixer, at least 2 speakers, 1 wireless mic
 - (c) Simuay Junction, Maguindanao
 - 1 mixer, at least 2 speakers, 1 wireless mic
- 2) Installation and delivery of six (6) units of LED Screen at Old Provincial Capitol, Sultan Kudarat shall be borne by the Contractor to be installed at the following sites:
 - 1) Old Capitol Gymnasium
 - 4 units 9x12 ft LED Panel
 - 1 unit Camera and connector for the video feed
 - 2) Old Capitol Grounds
 - 1 unit 9x12 ft LED Panel
 - 1 unit PC for the video feed
 - 3) Simuay Junction, Maguindanao
 - 1 unit 9x12 ft LED Panel
 - 1 unit PC for the video feed