



REQUEST FOR QUOTATION

RFQ No. 2024-09-0904 NP-SVP
Date: September 18, 2024

Company Name : _____
Company Address : _____
Contact Person : _____
Contact No. : _____
Email Address : _____
Company TIN : _____
PhilGEPS Reg. No. : _____

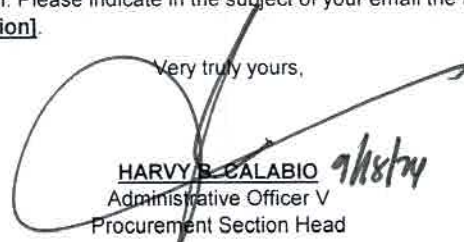
Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. **Failure to indicate information could be basis for non-compliance.** Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are exclusive manufacturer, distributor, or agent in the Philippines for goods listed in Annex A, please attach in your quotation a duly notarized certification to this effect.


Additionally, please attach copies of your Company's Business Permit, Mayor's Permit, PCAB License (if applicable), PhilGEPS Certificate, latest Income/Business Tax Return and a notarized or unnotarized Omnibus Sworn Statement in accordance with the attached format marked as Annex B. If awarded, please submit immediately the duly notarized Omnibus Sworn Statement (if previously submitted is unnotarized). The Certificate of Platinum Membership maybe submitted in lieu of the Mayor's /Business Permit and PHILGEPS Registration Number.

Please accomplish and submit this form together with Annex A to DSWD MIMAROPA Region -BAC Secretariat at 2nd Floor 1680 F.T. Benitez corner Malvar Sts., Malate, Manila or email to: procurement.fomimaropa@dswd.gov.ph and maediones@dswd.gov.ph not later than **5:00 PM on September 23, 2024 (Monday)**. Quotations submitted to different email address(es) as stated above shall not be considered for evaluation. Please indicate in the subject of your email the title of the Project using this format: **[RFQ Number], [Deadline of Submission]**.

Very truly yours,

HARVY B. CALABIO
Administrative Officer V
Procurement Section Head

Terms and Conditions:

- Award shall be made on per: item basis total quoted price lot basis
- Price Validity shall be valid until: One Hundred Twenty (120) Calendar days
- Services shall be delivered on: Fifteen (15) Calendar days upon receipt of approved Purchase Order (P.O)
- Place of Delivery: DSWD MIMAROPA (1680 F.T. Benitez cor. Malvar St., Malate, Manila)
- Terms of Payment: within 30 days upon final inspection and acceptance
Payment through LDDAP-ADA (List of Due and Demandable Accounts Payable- Advice to Debit Account)
Account Name: _____ Account Number: _____
Bank Name: _____ Branch: _____
****Note: Non Land Bank of the Philippines accounts shall be charged a service fee**
- Liquidated Damages/Penalty: In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay shall be imposed. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of contract, the Procuring Entity may rescind or terminate the contract without prejudice to other courses of action and remedies available under the circumstances.
- For goods please indicate brand, model and country of origin.
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- Please indicate warranty: _____
- NOTE: "Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph to register "


MARK ANTHONY E. DIONES
Telefax: 5336-8106 to 01 loc. 24052
Contact Number: 09565162748

Signature Over Printed Name
(Supplier)



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office MiMaRoPa Region
1680 F.T. Benitez corner Malvar Sts., Malate, Manila

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Date: _____ (should be filled up by supplier)

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 PhilGEPS Reg. No. : _____

MOP: NP-SVP

Item No.	Qty.	Unit	PARTICULARS	Bidder's Specifications (Please fill out the specifications in the space provided) NOTE: Supplier must state here either the statement of compliance either "COMPLY" or "NOT COMPLY". "Failure to indicate information could be basis for non-compliance."	Unit Cost	Total Cost
Activity: Procurement of Media Equipment for the Social Marketing Activities of the Sustainable Livelihood Program						
1	1	Set	External camera flash speedlite suitable for Canon 250D with reflector, with both automatic and manual mode, high speed continuous shooting, powered by AA batteries, built-in wireless signal; vertical rotation angle of 0-90 degrees, with camera flash stand			
2	1	piece	DSLR Tripod with detachable mobile phone holder Made of aluminum alloy, max load of 8kg, max height is 165 cm, with adjustable leg angles, and can do vertical shooting, panoramic photographs, inverted middle shaft convenient for macro shooting, and low angle shooting			
3	1	piece	Memory Card for DSLR Storage capacity of 512 GB with dimension of 24mm x 32mm x 2.1mm, card type is SDXC, applicable for video shoot, with up to 200 MB/s read speed while the write speed is maximum of 140 MB/s, perfect for 4K UHD video and sequential burst mode photography with lifetime limited warranty			
4	1	Set	Original extra battery for Canon EOS 250D			
5	1	Set	Rechargeable 8pcs AA batteries with charger Branded 8pcs AA batteries with a capacity of up to 2550 mAh and holds up to 85% charge after 1 year, for high drain devices Charger has a 3-color LED indicator, quick charging, with one-year warranty			
6	1	Set	Lapel microphone with noise cancellation/noise reduction suitable for DSLR, with 360 degrees voice pick-up, at least 5 hours working time, clean and clear sound			
7	2	piece	Interview on-camera condenser microphone, suitable for multiple photographic equipment like Canon EOS 250D Compact and lightweight, with foam windscreen, reduces background noise Polar pattern: super cardioid to capture clean and crisp sound even in a noisy environment Built-in shock mount with 3.55mm audio cable			
8	1	set	Portable and collapsible green screen with heavy-duty stand - oxford chroma green material, size of green screen is fit with the height of 2 meters (height) and 2.5 meters (width) background stand is made of aluminum alloy with a load capacity of 3kg; supporting stand extends up to 2 meters with carry bag			
9	1	piece	50mm Prime Lens for Canon EOS 250D f/1.8 maximum aperture STM which is great for portraits, action, and low-light photography			
*** Nothing Follows***						
TOTAL APPROVED BUDGET FOR THE CONTRACT: Fifty Thousand Pesos Only (Php 50,000.00)						
				Note: Please specify brand model/origin .		

PURPOSE: Procurement of Media Equipment for the Social Marketing Activities of SLP
 PR No.: 2024-09-0904 NP-SVP

VAT
 Non-VAT

 (Signature over Printed name)
 Supplier

IMPORTANT: The winning bidder MUST SIGN the original copy of Purchase Order (P.O.) at DSWD FO MIMAROPA Region, Procurement Section within three (3) days from the date advance copy was served thru email. FAILURE to show up and sign the original P.O. means the bidder is not interested and will be ground for suspension or blacklisting in DSWD's future biddings.