

REQUEST FOR QUOTATION (RFQ)

PR/PP No.: 2022-06-409
End-user: LDS-SLP
Name of Project:

RFQ No.: 2022-06-441
Date: JUN 24 2022
ABC: ₱70,000.00

**RENT AND TRANSPORT OF LED WALL FOR THE 35TH CORDILLERA
MONTH CELEBRATIONS KICKOFF PROGRAM**

Mode of Procurement: SMALL VALUE PROCUREMENT

Sir/Madam: _____

Please quote your lowest price on the item/s described below inclusive of taxes duly signed by you or your authorized representative, subject to the Terms and Condition provided in this RFQ and submit personally to the Office of the Procurement Section, 40 North Drive, Baguio City or through email at bacsec.car@dswd.gov.ph on or before JUN 28 2022 9:00AM

ENRIQUE H. GASCON, JR.
BAC Chairperson

TERMS AND CONDITIONS:

1. Quotations in excess of the ABC will be **REJECTED**.
2. For unit price/s, quotations with a dash or zero shall be deemed free of charge.
3. All entries must be typewritten/printed/longhand. **Any erasure in the quotation must be countersigned by the bidder/representative**, otherwise quotation will be rejected.
4. The Procuring Entity may give due preference to goods being offered with green component.
5. If necessary, the BAC through the TWG, may require an ocular inspection of the venue/place of business/goods being offered.
6. Delivery of Goods / Services is **as indicated** in the next page.
7. Price validity shall be for a period of **120 calendar days** from RFQ Opening of the BAC until confirmation of Purchase Order by the winning supplier.
8. The following documents shall be attached upon submission of quotation, otherwise your quotation will not be accepted, please disregard if already submitted:
 - o **Updated Mayor's / Business Permit**
 - o **PhilGEPS Registration Certificate or PhilGEPS Registration Number to be indicated in space below (except for Negotiated Procurement - Emergency Cases, Sec. 53.2, RA 9184 IRR)**
 - o **Income/Business Tax Return (for Small Value Procurement, Direct Contracting above P500K, Emergency Cases above P500K, and Lease of Real Property/Venue).**
 - o **Official Receipt issued by BIR(a mere picture of the receipt can suffice)**
9. Where there is discrepancy between: (a) total price per item and unit price for the item as extended or multiplied by the quantity of that item, the unit price shall prevail; (b) stated total price and the actual sum of prices of component items, the lower shall prevail; (c) unit cost in the detailed estimate and unit cost in the bill of quantities, the latter shall prevail.
10. Suppliers/Contractors who **refuse to accept correction of price offer after Bid Evaluation** may be disqualified.
11. Award of Contract shall be made to the Lowest Calculated Responsive Quotation (LCRQ) that complies to the technical specifications and the terms and conditions stated herein.
12. The BAC shall require the bidder with Lowest Calculated Responsive Quotation (LCRQ) to submit the **Omnibus Sworn Statement** prior to issuance of Award / Purchase Order with ABC amounting to **P500,000.00 for Emergency Cases and P50,000.00 above for Small Value Procurement**.
13. If the Supplier fails to deliver the required goods /services as specified in the Award / Purchase Order, the Procuring Entity may **disqualify bidder from participating future procurement activities to be conducted by DSWD-CAR.**
14. **Liquidated damages equivalent to one tenth of one percent (0.001)** of the value of the goods not delivered within the prescribed delivery period may be imposed per day of delay. The Procuring Entity (PE) may rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
15. Further information may be obtained from the Procurement Section with telephone number **(074) 661-0430 local 25025** or email address **bacsec.car@dswd.gov.ph**.

Republic of the Philippines
 DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
 Cordillera Administrative Region
 40 North Drive, Baguio City

REQUEST FOR QUOTATION (RFQ)

LOT NO.	DETAILED DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
1	RENT AND TRANSPORT OF LED WALL FOR THE 35TH CORDILLERA MONTH CELEBRATIONS KICKOFF PROGRAM				
	RENT AND TRANSPORT OF LED WALL from Baguio to Sagada and vice versa, Video Wall 9ft x 12ft PLEASE SEE ATTACHED TERMS OF REFERENCE	1	LOT		
The place of delivery/service of the goods is within SAGADA, MT. PROVINCE.					
TOTAL PRICE					

• Award shall be made per:

Lot basis

Total Quoted Price

*Note: **NO GIFT ALLOWED**. Pursuant to RA 6713, otherwise known as the Code of Conduct and Ethical Standards for Public Officials and Employees. The DSWD reserves the right to reject any or all offers at no costs, waive any therein and accept the offer most advantageous to the government.*

Sir:

After having carefully read and accepted your terms and conditions, I / We submit our bid on the item/s quoted above.

*Signature of supplier/representative
over printed name:*

Name of Firm/Dealer/Contractor:

(This will be the name indicated on the check)

Address:

Name and Signature of Canvasser

Contact Number/s:

PhilGEPS Registration Number:

Sub/cj



TERMS OF REFERENCE FOR HIRING A LED WALL

IDENTIFYING INFORMATION
Title of CBA: Kickoff for the 35th Cordillera Administrative Region Anniversary Celebration
Venue: Sagada, Mountain Province
Inclusive Dates: 1 July 2022
Proponent: DSWD FO CAR
<p>I. Rationale:</p> <p>The Cordillera Administrative Region (CAR) was founded on 15 July 1987 by virtue of Executive Order No. 220 issued by then President Corazon C. Aquino. The region is comprised of the provinces of Abra, Apayao, Benguet, Ifugao, Kalinga, Mountain Province and the City of Baguio.</p> <p>This year, the 35th founding anniversary of the Cordillera Administrative Region with the theme, “<i>One Autonomous Cordillera: Ensuring Social Development and Inclusive Growth in the New Normal</i>” is being celebrated through a month long festivity that features the rich culture of the Cordilleras and its dream for autonomy.</p> <p>Looking back at the milestones and successes of the region through the years, the RDC, the Department of Social Welfare and Development CAR (DSWD-CAR) and the Provincial Local Government of Mountain Province will serve as host organizations who will spearhead the management of the celebration.</p> <p>The inclusion of a LED Wall is essential for this significant activity. It is an equipment that will clearly show the proceedings onstage that audiences in the far back portions of the venue cannot see. Through the effect of the LED Wall, personalities, cultural numbers and leaders who will render speeches can inspire Cordillerans more. Proceedings seen on the LED wall can increase the promotion of Cordillera culture and the hopes for autonomy.</p> <p>II. Performance Objectives:</p> <p>Through the activity the participants will be able to assimilate the Cordilleran culture in everyday life. Through the activity, they will be able to appreciate the advantages and principles of autonomy. They will be able to increase their awareness of Cordillera culture, autonomy and the unity of the Cordillera people.</p> <p>III. Enabling Objectives:</p> <p>At the end of the activities, the participants will be able to:</p> <ol style="list-style-type: none"> 1. Articulate the principles of the Cordillera Day/Month Celebration; 2. Admire Cordilleran culture, autonomy and unity; 3. Appreciate the unity between agencies, LGUs and the services they render; 4. Support Cordilleran livelihoods, goods and tourism.
DETAILS
<p>1. LED Wall:</p> <ul style="list-style-type: none"> • Dimensions: 9 feet x 12 feet; • Wires, remote control/controls and other inherent materials needed in operating the LED Wall must be included in the package; • Materials to be used to secure the LED Wall in place is to be included in the package; • Equipment used to capture and transmit visuals onto the LED Wall is encouraged.



2. Scope of Work of LED Wall technicians

- Transport the LED Wall to and from Sagada, Mountain Province;
- Setup the LED Wall in the designated venue a day before the activity; and
- Operate the LED Wall according to its intended purposes on the day of the activity.

3. Service Fees:

- The service provider shall provide meals to their crew during travel periods (before and after the activity);
- The end users shall only provide meals and snacks to the crew on the day of the activity;
- The service provider shall provide lodging/accommodations to their crew before, during, and after the activity;
- Transportation costs shall be included in the rent costs; and
- Payment shall be processed after submission of the billing statement.

Prepared by:


ERWIN B. DADO
PDO II – Training Officer

Concurred by:

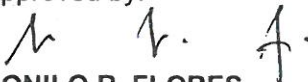
(Printed Name over Signature of the Service Provider)

Reviewed by:


HAMLET C. MAYONA
ITO II/ ICTMS Head

Address:

Approved by:


RONILO R. FLORES
AO V | OIC Chief, HRMDD

Contact Number:
