

REQUEST FOR QUOTATION (RFQ)

PR/PP No.: 2025-08-721

End-user: SMU

Name of Project: \_\_\_\_\_

RFQ No.: 2025-11-874

Date: NOV 11 2025

ABC: ₱152,512.00

**PURCHASE AND DELIVERY OF SEMI-EXPENDABLE EQUIPMENT - CAMERA AND CAMERA ACCESSORIES  
FOR SMU SLP**

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](mailto:bacsec.car@dswd.gov.ph) on or before NOV 17 2025 12:00NN.

  
**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. Payment term is charged on account.
6. If necessary, the BAC through the TWG, may require an ocular inspection of the venue/place of business/goods being offered.
7. Delivery of Goods / Services is **as indicated** in the next page.
8. 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**.
9. The following documents shall be attached upon submission of quotation, otherwise your quotation will not be accepted, please disregard if already submitted:
  - a. **Updated Mayor's / Business Permit**
  - b. **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 or Invoice (as applicable) issued by BIR (a mere picture of the receipt can suffice)**
10. 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 lower shall prevail.
11. Suppliers/Contractors who **refuse to accept correction of price offer after Bid Evaluation may be disqualified**.
12. 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.
13. 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.
14. Upon **approval of the Purchase Order (PO)**, the Procurement Section may send or forward the **approved PO for confirmation** to the winning bidder. The **approved PO shall be confirmed within three (3) calendar days** upon sending the approved PO to the **winning bidder's officially registered email address or upon notification of the winning bidder that the approved Purchase Order is available for confirmation**. Failure to submit the confirmed PO within the 3-day period may cause the automatic cancellation of the PO.
15. 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**.
16. **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.
17. Further information may be obtained from the Procurement Section with telephone number **(074) 661-0430 local 25123**; mobile number **0969-572-9176** or email address [bacsec.car@dswd.gov.ph](mailto:bacsec.car@dswd.gov.ph).

**REQUEST FOR QUOTATION (RFQ)**

ITEM NO.	DETAILED DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
	<b>PURCHASE AND DELIVERY OF SEMI-EXPENDABLE EQUIPMENT - CAMERA AND CAMERA ACCESSORIES FOR SMU SLP</b>				
1	<p><b><u>Mirrorless Camera</u></b></p> <p>Mirrorless camera with atleast 24.2-megapixel APS-C sensor and the ability to shoot 4K 30 fps video and FHD 120 fps.</p> <p><b>Sensor:</b> Atleast 24.2MP APS-C CMOS sensor.  <b>Video:</b> 4K 30fps, FHD 120 fps.  <b>Autofocus:</b> CMOS with subject tracking (people, animal, and vehicle detection).  <b>Lens:</b> Kit Lens  <b>Image Stabilization:</b> At least Digital IS for video, Optical IS in the lens.  <b>LCD:</b> At least 3.0-inch touchscreen  <b>ISO Range:</b> 100-32,000 (expandable to 51,200) for stills, 100-12,800 (expandable to 25,600) for video.  <b>Connectivity:</b> USB Type-C, HDMI micro (Type D), microphone input.  <b>Other:</b> Built-in flash, Multi-function shoe, Electronic Viewfinder, Supports external flashes</p> <p><b>Included:</b>                      Kit Lens                      Battery Pack                      Battery Charger                      Camera Cover                      Strap                      Lens Cap                      Lens Dust Cap</p>	2	set		
2	<p><b><u>50mm Camera Lens</u></b></p> <p>Compact and lightweight standard prime lens with fast aperture of f/1.8, suitable for low-light photography and creating a shallow depth of field, utilizes smooth autofocus, beneficial for both still photography and video recording.</p> <p>The lens construction consists of 6 elements in 5 groups, with a 7-blade circular aperture, and a minimum focusing distance of 0.35m (1.15 ft).</p> <p><b>Focal Length:</b> 50mm  <b>Maximum Aperture:</b> Atleast f/1.8  <b>Minimum Aperture:</b> Atleast f/22  <b>Minimum Focusing Distance:</b> 0.35m (1.15 ft)  <b>Maximum Magnification:</b> 0.21x (1:4.8)  <b>Filter Size:</b> 49mm  <b>Angle of View:</b> 46° (diagonal)  <b>Focusing:</b> smooth autofocus  <b>Other Features:</b> Optimized lens coatings to minimize flare and ghosting</p> <p>Must be compatible with the offered camera</p>	1	piece		
3	<p><b><u>28mm Camera Lens</u></b></p> <p>Lens with wide-angle view, fast aperture for low-light shooting, and shallow depth of field, and a compact, lightweight design.</p> <p><b>Focal Length:</b> 28mm  <b>Aperture:</b> At least a maximum aperture of f/2.8  <b>Angle of View:</b> Approximately 75° (diagonal), 65° (horizontal), and 46° (vertical) on a full-frame sensor.  <b>Maximum Magnification:</b> At least Around 0.17x to 0.2x.</p> <p>Must be compatible with the offered camera</p>	1	piece		

ITEM NO.	DETAILED DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
4	<u>Memory Card</u> 64GB MicroSD Memory Card atleast V30 Speed	3	piece		
5	<u>Memory Card</u> 128GB MicroSD Memory Card atleast V30 Speed	3	piece		
<b>TOTAL</b>					
OTHER REQUIREMENTS		COMPLIANCE		REMARKS	
		Can Comply	Cannot Comply		
Delivery of Goods is within 5 calendar days after receipt of Purchase Order. Delivery place at <b>DSWD FO CAR, #40 NORTH Drive, Baguio City</b> . If the last day of delivery falls on Saturday/Sunday/Holiday, the delivery of goods can be moved to the next working day.		[ ]	[ ]		
Service Provider must have Active Landbank Account for Payment Purposes. For other banks, service charge will be deducted upon payment on the account.		[ ]	[ ]		
<b>PAYMENT SHALL BE MADE THRU LANDBANK OF THE PHILIPPINES</b>					

• 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.

Name of Firm/Dealer/Contractor: \_\_\_\_\_

Office Address: \_\_\_\_\_

Owner's/Proprietor/President's Name and Signature: \_\_\_\_\_

Contact Number/s: \_\_\_\_\_

Email Address: \_\_\_\_\_

For Authorized Representative, kindly indicate the following: \_\_\_\_\_

Name and Signature: \_\_\_\_\_

Contact Number/s: \_\_\_\_\_

PhilGEPS Registration Number: \_\_\_\_\_

\_\_\_\_\_  
Name and Signature of Canvasser