



REQUEST FOR QUOTATION

P.R. NO: 2024-02-0339	MODE OF PROCUREMENT: NP-Small Value Procurement	
P.R. DATE: 14 February 2024	REF. NO.: RFQ-2024-130	
END-USER: GSD	DATE PREPARED: May 08, 2024	
PRN: <u>10833290</u>	CLOSING DATE/TIME: May 13, 2024	10:00 AM

- The DENR-Central Office, through its Bids and Awards Committee for Regular Operations, invites eligible bidder/s to submit duly signed proposal/quotation not later than the closing date and time for the procurement project stated below:

DESCRIPTION	QTY	UNIT	TOTAL ABC (P) (VAT INCLUSIVE)
Rental of Air Coolers, Stage with Ladder, Camera and Haze Machine for the DENR 37th Anniversary	1	LOT	168,000.00

- Proposal/quotation received in excess of the ABC shall automatically be rejected.
- Interested bidder/s must submit the following documents:

A. ELIGIBILITY DOCUMENTS	
i.	Valid and current Certificate of PhilGEPS Registration (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR (pursuant to GPPB Resolution No. 15-2021, dated 14 October 2021); OR PhilGEPS Registration Number
ii.	Valid and Current Mayor's/Business Permit for CY 2024 OR application for Business/Mayor's Permit with attached Official Receipt (OR) of payment of Licensing and Regulatory fees and 2023 Business/Mayor's Permit.
iii.	Special Power of Attorney/Board Resolution/Authorization as duly authorized representative valid for six (6) months. (if applicable)
Note: Bidder/s who previously submitted updated Eligibility Documents are no longer required to resubmit.	
B. TECHNICAL AND FINANCIAL DOCUMENTS	
iv.	Completely filled out and duly signed Technical Proposal Form and Financial Quotation Form (Annex "A")
v.	Duly conformed Terms of Reference;
vi.	Brochures (original or internet download) of the item being offered showing compliance with the required technical specifications;
vii.	Bidder shall attach detailed Financial Quotation.

Failure to submit all documents as required above shall be automatically disqualified.

- Price must be inclusive of VAT and must be valid for Sixty (60) calendar days upon submission of proposal/quotation.
- Award of Contract shall be made to the lowest calculated and responsive quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
- Refusal to sign and accept the Award or enter into contract without justifiable reason, may be grounds for imposition of administrative sanctions under Rule XXIII of the Revised IRR of RA 9184.
- Open proposal/quotation may be submitted at Procurement Management Section-Property and Supply Management Division (PrMS-PSMD), 2nd Floor, 2-Storey Warehouse, DENR Compound and/or thru e-mail address ampbac.co@denr.gov.ph and/or fax number (02) 8926-2675. For further inquiries, you may coordinate with Ms. Dianne G. Ibias/Ms. Gianina P. Agir at the same contact details.

8. If thru email, kindly indicate in the subject **ATTENTION: RIO A. REYES - RFQ-2024-130**.
9. DENR reserves the right to reject any and all proposals, declare failure, or not award the contract at any time in accordance with Section 41 of RA 9184 and its IRR without thereby incurring liability to the affected supplier.



DIANNE G. IBIAS

Chief, Procurement Mgt. Section-PSMD &
Head, BAC Secretariat

you *for*

Technical Proposal Form

Description / Technical Specifications

Qty

Rental of Air Coolers, Stage with Ladder, Camera and Haze Machine for the DENR 37th Anniversary**TERMS OF REFERENCE****RENTAL OF AIR COOLER, STAGE, CAMERA AND HAZE MACHINE**

This document serves as the Terms of Reference (TOR) for the rental of event equipment for the 37th DENR Anniversary, air coolers, stage, UHD Camera including HDMI connectors and haze machine. The purpose of this TOR is to outline the requirements, specifications, and expectations for the rental service provider.

The rental service provider is expected to supply the following equipment:

a) Air cooler:

- Dual motor + Dual blades
- Ice container

b) Stage

- 24' x 32'
- Ladder and firm hand rail
- 2ft stage height
- Skirting on the sides

c) UHD Camera with connectors

- 4k resolution (3840 x 2160)
- 12 Digital zoom, 20x optical zoom
- Manual/auto focus

d) Haze machine

- Adjustable output
- Support DMX 512 or wireless remote

1 lot

Technical Requirements:

- All equipment must be in excellent working condition and must comply with specifications requested.
- On-site technical support and assistance during the event.

Delivery and Setup:

- Equipment should be delivered and set up at least One (1) day before the event start time.
- Efficient and organized setup to minimize disruption to the event.
- The design must follow the instruction of GSD designers.
- Always coordinate with the GSD physical committee for unnecessary changes or revisions.

Approved by:



ENGR. GUILLERMO V. ESTIPONA, JR.
 OIC - Chief, General Services Division

Technical Proposal Form

Description / Technical Specifications

Qty

Rental of Air Coolers, Stage with Ladder, Camera and Haze Machine for the DENR 37th Anniversary

TECHNICAL SPECIFICATION

RENTAL OF CAMERA AND HAZE MACHINE FOR DENR 37TH ANNIVERSARY



Air cooler double fan with ice provision container.



24' x 32' stage with provision for ladder and firm hand rail, 2ft stage ht. with skirting/ side covers.



Rental of camera SD card and HDMI cables
24.3MP DSLR camera with a 35.8 x 23.9mm CMOS sensor. The DSLR camera has an ISO range of 100 to 6400. It can also record videos at Full HD. To help better compose and view photographs, it has a 3" display as well.



Voltage: AC 220V-240V 50/60Hz Power: 600W Tank Volume: 1.7L 3 Fans angle: Adjustable Output of the wind turbine regulation: Support DMX-512 or wireless remote: Support Controller: LCD controller Preheating time: 1 second set-up time Net Weight : 17.80kg Gross weight:30kg Product size:LW H 46*32*30CM Packing size:LW H 52*40*45CM(with flight case)

Noted by:

ENGR. GUILLERMO V. ESTIPONA, JR.
OIC-Chief, General Services Division

1 lot

Project Requirements/Terms and Conditions:

1. **Delivery/completion** period: as per Terms of reference (TOR).
2. **Delivery Site:** Supply Management Section, Basement, DENR Main Building, Visayas Ave., Diliman, Quezon City.
3. **Price quotation/s**, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable subjected to deduction of applicable Government Tax.
4. DENR shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
5. **Replacement of Defective Items:** Within **ten (10) Calendar Days** upon receipt of Notice of Defects from DENR.
6. **Warranty:** Three (3) months in case of Expendable Supplies and One (1) Year in the case of Non-expendable Supplies from issuance of Certificate of Inspection and Acceptance. Warranty Certificate must be submitted during delivery.
7. **Amendment to Order** may be issued subject to the conditions set forth under Annex D of the 2016 Revised IRR of RA 9184.
8. **Payment** shall be made in accordance with the Government Terms.
9. **Liquidated Damages (LD)** equivalent to one tenth of one percent (0.1%) of the value of contract not delivered within the prescribed period. shall be imposed per day of delay. The DENR may rescind the Contract once the cumulative amount of LD reaches 10% of the amount of the Contract without prejudice to other courses of action and remedies open to it.
10. **Bidder has no overdue deliveries or unperformed services intended for DENR-CO.**

FINANCIAL QUOTATION FORM (PRICE MUST BE VAT INCLUSIVE)							
Item No.	DESCRIPTION	QTY	UNIT	ABC per Unit (P)	Total ABC per Unit (P)	BIDDER'S PRICE QUOTATION (P)	
						Unit cost	Total
	Rental of Air Coolers, Stage with Ladder, Camera and Haze Machine for the DENR 37th Anniversary						
	Air coolers double fan with ice provision container	22	sets	2,000.00	44,000.00		
	24' x 32' stage with provision for ladder and firm hand rail, 2ft stage ht. with skirting/side cover	1	set	40,000.00	40,000.00		
	UHD camera, SD card and HDMI connectors	2	sets	32,000.00	64,000.00		
	Haze Machine	2	sets	10,000.00	20,000.00		
	Grand Total:				168,000.00		

BIDDER'S UNDERTAKING

I/We, the undersigned Supplier, after having examined the Technical Specifications/ Project Requirements, hereby OFFER to supply/deliver/perform the above-described items.

I/We undertake, if our proposal is accepted, to deliver the items/services in accordance with the terms and conditions contained in the Request for Quotation.

Until a formal PO/ Contract is prepared and signed, this quotation is binding on us.

NAME OF COMPANY (IN PRINT)

SIGNATURE OVER PRINTED NAME OF THE AUTHORIZED REPRESENTATIVE

ADDRESS: _____

Designation: _____
 Date: _____
 Email Address: _____
 Telefax No.: _____
 Mobile Number: _____