



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION
BIDS AND AWARDS COMMITTEE

Form: CHED-NPSVP2017
 ABCs above P500K

Request for Quotation (RFQ)

Date: March 26, 2021

Quotation No. RFQ2022-03-019 GAA

REQUISITIONING OFFICE/END USER	CHED-UNIFAST
APPROVED BUDGET FOR THE CONTRACT (ABC)	Five Hundred Ninety Seven Thousand Two Hundred Twenty Five Pesos (P597,225.00)
FUNDING SOURCE	GAA FUNDED
COMPANY NAME: ADDRESS: TEL NO. / FAX NO: CONTACT PERSON:	
<p>Please quote your lowest government price inclusive of VAT on the item/s listed below, subject to the Terms and Conditions of this RFQ, and submit your SEALED quotation duly signed by your representative not later than April 1, 2022 at 3:00 PM at the Bids and Awards Committee, G/F Higher Education Development Center (HEDC) Bldg., C.P. Garcia Avenue, U.P. Diliman, Quezon City. For more information please call the BAC Secretariat at telephone no: 8441-1171/8441-8910.</p>	

TERMS AND CONDITIONS:

1. All Entries must be typewritten or legibly written.
2. Provide or fill in all information required in this form.
3. **For Column D**, please indicate “**Comply**” or “**Not Comply**” for every numbered item under **technical specifications**.
4. Delivery Period within **45 days** upon receipt of the approved funded Catering Agreement/Purchase Order/Job Order Contract/Contract, whichever is applicable.
5. Statement of Compliance (RFQ Form) must be accomplished and duly signed by the bidder or authorized representative.
6. Price validity shall be for a period of sixty (60) calendar days.
7. The mode of payment is through send bill arrangement.
8. Prices should be inclusive of VAT and other government taxes.
9. Supplier must have a Bank Account for the payment.
10. **Supplier shall submit together with the RFQ the following:**
 - 6.1 **PhilGEPS Registration No./Organization No.**
 - 6.2 **Mayor’s/Business Permit (Complete Set)**
 - 6.3 **Omnibus Sworn Statement (Amended per GPPB Resolution No. 16-2020, dated 16 September 2020)**
 - 6.4 **Income/Business Tax Returns (2020) duly acknowledged/machine validated by Bureau of Internal Revenue (BIR)**

A	B	C	D	E	F
Unit	ITEMS AND DESCRIPTION	QTY	Statement of Compliance (State “Comply” or “Not Comply”)	UNIT PRICE	TOTAL AMOUNT
Lot	Procurement of Audio-Visual Equipment and Accessories for the Advocacy, Promotions and Career Guidance Division of the UNIFAST Secretariat				

	Technical Specifications:				
	<p>1. DSLR Memory Card</p> <p>Qty: 10 pcs 128GB SD Storage Capacity Records Full HD, 3D and 4K Video Temperature extreme proof & waterproof Minimum of 100MB/s read or transfer speed</p>				
	<p>2. Tower Extension</p> <p>Qty: 20 At least 12-gang outlet With master switch / power indicator Flame retardant enclosure Universal outlet</p>				
	<p>3. Reflector Kit</p> <p>Qty: 3 5 in 1: Gold, Silver, White, Black & Translucent Durable and flexible steel spring frame Collapsible round At least 50 cm or 20" With carrying bag</p>				
	<p>4. Electrical Extension Wheel</p> <p>Qty: 7 At least 20 meters Minimum of 2 sockets Universal heavy duty outlets Outlet enclosures are made up of fire-retardant materials</p>				
	<p>5. 2TB External Hard Drive</p> <p>Qty: 8 Any color 2TB storage Plug and play compatible LED power / data activity indicator Compatibility: USB 2.0 /3.0</p>				

	<p>6. Microphone Stand</p> <p>Qty: 4 Adjustable height Minimum height 90 cm Maximum height 160 cm or above Material: iron Black powder coat finish</p>				
	<p>7. DSLR Camera Bag</p> <p>Qty: 3 Color: Black Type: Backpack Weight capacity: 1-1.5 kg Dimension: at least 42cm H x 14cm W x 29cm L Capacity: can hold 1 DSLR Camera with lens attached, 4-6 accessories, 1 15.6" laptop (inside) 1 tripod (outside straps and mesh bag) With detachable thick padded partitions</p>				
	<p>8. Capture Card</p> <p>Qty: 4 HDMI 2.0, USB 3.0 and USB-C Compatibility Capture 1080p60 and 4K Video Quality Built-in livestreaming platforms, YouTube, Facebook, etc. Low latency streaming Supports most of third party video capture software RGB real color video format up to 1080p30 2160p30, 1080p120 and 1440p60 via HDMI input</p>				
	<p>9. Two-way Radio</p> <p>Qty: 6 Color: Black Talk range: 5 miles or above Maximum range: 20 miles Channel capacity: 99 or</p>				

	above				
	<p>10. Headphones:</p> <p>Qty: 4 Can be wireless / plug-in Any color Noise cancelling With ear pads / cushion Type-C Charging Cable Type-C to 3.5mm AUX Cable for Wired Use Battery: at least 500mAh</p>				
	<p>11. Green Screen</p> <p>Qty: 2 For studio Made of fabric for chrome and backdrops Has green, white and blue Portable / movable Seamless background Size: at least 10 x 15 feet extending from background to floor</p>				
	<p>12. Boom Arm Mic Stand</p> <p>Qty: 2 Universal mic clip Stand height adjustable Extendable & removable boom arm With carrying case</p>				
	<p>13. Pocket Wifi</p> <p>Qty: 5 Supports 4G Up to 150 mbps Can be power bank LED indicator (signal, battery) or with LCD</p>				
	<p>14. Power Bank</p> <p>Qty: 10 3.0 Fast charging at least 22.5W Weight: 500g -780g Any color</p>				

	<p>At least 60,000mAh with LED display</p> <p>At least 3 output (2 USB//1 Type C)</p> <p>3 input (USB/Type C/Lighting)</p>				
	<p>15. Handheld Wired Microphones</p> <p>Qty: 4</p> <p>Condenser element</p> <p>With cardioid pattern</p> <p>Built-in wind/pop filter</p> <p>Low sensitivity to impact and handling noise</p>				
	<p>16. Lapel / Lavalier Microphone</p> <p>Qty: 3</p> <p>Compatible with Nikon d780</p> <p>Omnidirectional polar pattern</p> <p>For recording and broadcasting</p> <p>Wireless type</p> <p>Condenser element</p>				
	<p>17. Ring Light</p> <p>Qty: 2</p> <p>Circular Panel</p> <p>With tripod, at least 100 cm 14 cm or above ring light size</p> <p>Color temperature: daylight and warm light</p> <p>Adjustable light intensity</p>				
	<p>18. Microphone Stand</p> <p>Qty: 2</p> <p>Folding type</p> <p>Microphone scissor arm</p> <p>Table mounting clamp</p> <p>Material: Steel</p> <p>Color: Black</p>				

	19. Provide brochures for the items being offered				
	PLEASE DOWNLOAD THE ATTACHED ASSOCIATED COMPONENT (REQUEST FOR QUOTATION FORM)				

Request for Quotation No. **RFQ2022-03-019 GAA**

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices note above.

Signature over Printed Name / Date

Quotations shall be compared and evaluated on the basis of the following criteria:

1. Completeness of submission
2. Compliance with Technical Specifications
3. Price

The supplier who submitted the lowest calculated responsive quotation shall be awarded the Purchase Order (P.O.) after evaluation by the Bids and Awards Committee (BAC).

PhilGEPS INFORMATION:

PhilGEPS Solicitation No. **RFQ2022-03-019 GAA**

Reference No.

Published Date: **March 26, 2022**

Closing Date: **April 1, 2022 – 3:00 PM**