

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
KALAHI-CIDSS NATIONAL COMMUNITY DRIVEN DEVELOPMENT PROJECT
Field Office VII
MJ Cuenco Avenue, Cebu City
Telephone No. 233-0261
REQUEST FOR QUOTATION OF GOODS
SHOPPING

Date of Request: **April 12, 2024**

RFQ No. **2024-0050 KC-F07**

Company name: _____
Address: _____
Contact Person: _____
Contact Number: _____

Sir/Madam: _____

1. The National Community Driven Development Project - Additional Financing (NCDDP-AF) hereby requests you to submit price quotations for the following items in Annex A:

To assist you in the preparation of your price quotation, we enclose the necessary technical specifications and required quantities.

2. You may quote for any or more items under this request. Each item shall be evaluated and contract awarded separately to the supplier(s)/ service providers offering the lowest evaluated price on per;

Item Basis Total Quoted Lot Basis

3. Your quotation in duplicate and in the English language, should be accompanied by adequate technical documentation and catalogue(s) and other printed materials or pertinent information in English for each item quoted, including names and addresses of supplier(s) / service provider(s) providing after sales service facilities in the Philippines.

4. The deadline for receipt of your quotation (s) by the KC-NCDDP-AF at the address indicated in the Paragraph 6 is:
April 17, 2024 at 11:00 AM.

5. Your quotation(s) should be submitted as per the following instruction and in accordance with the Terms and Conditions including the following:

a. Prices: The prices should be quoted for the **Provision of Lights, Sound System and LED Video Wall Rental Services for KALAHI-CIDSS Summit.**

b. **Evaluation of Quotations:** Offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of their prices. In evaluating the quotations, the Purchaser will adjust any arithmetical errors as follows:

- i. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern;
- ii. where there is a discrepancy between the unit rates and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;
- iii. if a Supplier refuses to accept the correction, his quotation will be rejected.

In addition to the quoted price, the evaluated price shall include Value Added Tax and other necessary taxes as specified herein.

iv. **Award of Purchase Order:** The award will be made to the bidder offering the lowest evaluated price that meets the technical and financial requirements.

v. **Validity of the Offer:** Your quotation(s) should be valid for a period of sixty (60) calendar days from the deadline for receipt of quotation(s) indicated in the paragraph 4 of this Request for Quotation.

vi. If the supplier/service provider withdraw your quotation during the validity period and/or refuse to accept the award of a contract when and if awarded, then the supplier(s)/ service provider(s) will be excluded from the list of NCDDP-AF suppliers for the project for two years.

vii. If the supplier/service provider does not start the delivery or perform the services under the contract/PO within 30 days (after signing of the contract) without valid reason acceptable to the procuring entity (DSWD), the contract may be terminated through a notice to be issued by the head of the procuring entity (HOPE); the procuring entity shall proceed to negotiate with the succeeding responsive supplier/s; otherwise re-canvass.

viii. **Liquidated damages/penalty:** In case of failure to make the full delivery within the time specified in the delivery terms, a penalty of one percent of the undelivered cost for every day of delay shall be imposed.

6. Further information can be obtained from: **DSWD Field Office VII- Kalahi CIDSS Office**
M.J. Cuenco Ave. cor. Gen. Maxilom Ave., Cebu City

Telephone : **(032) 233-8785; 233-0261; 231-2172 local 17126**

E-mail Address : kalahiaf7.procurement23@gmail.com

7. Please confirm by fax / e-mail the receipt of this request and whether or not you will submit the price quotation(s).

Sincerely yours,


ENGR. EMMANUEL M. EDLES
Head, Procurement Management Section
Contact #: (032) 233-8785; 233-0261; 231-2172 local 17126

(Signature over printed name)
Supplier

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Annex A

RFQ No. 2024-0050 KC-FO7
Date: April 12, 2024

Company Name : _____
 Company Address : _____
 TAX ID No.: _____
 Contact Person : _____
 Contact No. : _____

Item No.	Qty	Unit	Purchaser's Specifications	Supplier/Service Provider's Specifications (Please write the detailed specifications in the space provided)	Unit Cost	Total Cost
1	1	lot	<p>PROVISION OF LIGHTS, SOUND SYSTEM AND LED VIDEO WALL RENTAL SERVICES</p> <p>Specifications:</p> <p>Name of Activity : KALAHI-CIDSS Summit Date of Activity: April 22, 24, 25 and 26, 2024 Venue: Within Metro Cebu</p> <p>MINIMUM QUALIFICATIONS AND STANDARDS:</p> <ul style="list-style-type: none"> * Knowledgeable and capable to manage activities and events technical needs such as LED wall, lights and sounds * At least two (2) years of progressive experience and proven track records in event technical productions (indoor/outdoor) * Profile/portfolio that includes a list of clients, particularly government agencies * Close coordination with the representatives of KALAHI-CIDSS Regional Program Management Office * Event operation knowledge and initiative to participate effectively in the event set-up and operations * Anticipate potential operational/technical problems and provide appropriate action to mitigate * Provide on-site staging and production assistance * Must set-up at least a day before the event and provision of technical assistance on the conduct of rehearsal & tech-run/run-through of the event <p>LED VIDEO WALL</p> <ul style="list-style-type: none"> * 1-set 12ftH x 34ftW, approximately, center * 2-set 12ftH x 8.5ftW, approximately, sides * at least P3 pixel with respective video processor and laptop * at least 1-set LED wall controller with skilled operator * Scaffolding supports and base * at least 2-units teleprompter * Power cables/wires, and other accessories necessary for the functionality <p>SOUND SYSTEM</p> <ul style="list-style-type: none"> * at least 10-units powered speaker, 12 line array, challenger dual * at least 3-units Boom microphone * at least 8-units subwoofer, dual * at least 2-units Audio mixer with equalizer appropriate for the event * at least 16-units wireless microphone and 8-units wired microphone with stand * at least 4-units delay speaker * at least 5-units lapel microphone * at least 6-units wedge floor monitor 			

Item No.	Qty	Unit	Purchaser's Specifications	Supplier/Service Provider's Specifications (Please write the detailed specifications in the space provided)	Unit Cost	Total Cost
			<ul style="list-style-type: none"> * at least 50-meters snake cable * at least 7-units communication headset * Power/bass/guitar Amp * Drum set, Guitar-Bass-Keyboard Amp with accessories * at least 4-units band monitor speaker with at least 6-units wired microphone * Band performer (3sets, 45min per set) <p>LIGHTS</p> <ul style="list-style-type: none"> * at least 24-units beam 295 moving heads * at least 50-units par leds, full color * at least 8-units amber white/cob light * at least 12-units stormy lights * at least 8 units blinder * at least 4-units light stands * at least 2-units light controller with skilled operator * at least 1-unit follow-spotlights * at least 2-units smoke/fog/haze machine (low lying) <p>STAGE & RIGGING:</p> <ul style="list-style-type: none"> * at least 4-sets vertical trusses * more or less 60ft x 60ft trusses, frontal & main stage * at least 56ft x 20ft x 4ftH main stage * at least 32ft stage front stairs * 2-sets stairs, stage left & right <p>FUN RUN EVENT:</p> <ul style="list-style-type: none"> * at least 6-units speakers * at least 2-units subwoofer * at least 1-unit mixer with skilled operator * at least 4-units wireless microphone * at least 24-units frontal light, amber * at least 4-units tripod * more or less 8ft x 16ft x 4ft stage with stairs * Performing artist to include fun run Zumba Lead <p>Other Specifications/Requirements:</p> <ul style="list-style-type: none"> * the set-up should be completed at least a day or two before the main event and should have technical rehearsal before the event. * technical/skilled operators should closely coordinate with the respective program focal <p>Eligibility Requirements:</p> <ol style="list-style-type: none"> 1. Mayor's/Business Permit 2. Security and Exchange Commission Certificate (SEC/Department of Trade and Industry Certificate (DTI)/Cooperative Development Authority Certificate(CDA) 			
Charge to: KALAHI-CIDSS Funds				<i>Total</i>		

PURPOSE : Service for the specified even/activity on April 22,24, 25 and 26, 2024

PR No. 2024-0050 KC-FO7

IMPORTANT : The winning bidder MUST SIGN the original copy of Purchase Order (P.O.) or Letter Order (L.O.) within three (3)days from the date of receipt. FAILURE to sign the original P.O. / L.O. means that the bidder is not interested and will be a ground for suspension or blacklisting in DSWD's future biddings.


EDLYN S. CANGQUE

(Signature over printed name)

Capasser
Contact #: +63-977-121-7434

(Signature over printed name)

Supplier