



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office VII
Corner M.J. Cuenco and Gen. Maxilom Ave., Cebu City

REQUEST FOR QUOTATION NP- SMALL VALUE PROCUREMENT

RFQ No. : DSWD7-2025-0940
Date : June 16, 2025

Company Name : _____
Company Address : _____
Contact Person : _____
Contact No. : _____
PhilGEPS Registration No.: _____

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be the basis for non-compliance. Also, kindly furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in **Annex A**, please attach in your quotation a duly notarized certification to this effect.

Interested supplier/s are required to submit true copies of their **valid Mayor's Permit and Philgeps Registration Number** upon submission of quotation/s. An **Omnibus Sworn Statement** is required prior to award,


Please accomplish and submit this **form** together with **Annex A** and **Bank Information** to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 887-9720; 233-0261; 231-2172 local 17140 or 17110 or e-mail to bac.fo7@dswd.gov.ph on or before **June 20, 2025 at 10:00AM**.

Very truly yours,

ENGR. EMMANUEL M. EDLES
AO V/Head, Procurement Management Section

Terms and Conditions:

- Award shall be made on per: ☐ item basis ☒ total quoted price ☐ lot basis
- Quotation validity shall be not less than **60 calendar days**.
- Good/s or Services shall be delivered **within please refer to Annex A.**
- Place of Delivery: **please refer to Annex A**
- Terms of Payment: **within 30 days from the receipt of billing statement.**
- Liquidated Damages/Penalty: **One-tenth of one percent for everyday of delay shall be imposed.**
- In case of discrepancy between total price per item and unit price for the item as extended or multiplied by the quantity of that item, the latter shall prevail.
- Warranty period, if applicable: _____


CHARL ALBERT J. TORREFIEL
Canvasser

I am interested to quote and agree to the terms and conditions.

(Signature over Printed Name of Supplier / Service
Provider / Authorized Representative)



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RFQ No.: DSWD7-2025-0940

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Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	1	lot	Provision of Lights, Sound System and LED Video Wall Rental Services Specifications: Name of Activity: 1st SWEAP National Sportsfest Championship Date of Activity: June 25 and 27, 2025 Estimated Pax: more or less 200 pax Venue: within Metro Cebu or nearby Cities. LED VIDEO WALL * 1-set 9ftH x 12ftW, approximately * Maximum of P4 with respective video processor and laptop * at least 1-set LED wall controller with skilled operator * Scaffolding supports/riser * Power cables/wires SOUND SYSTEM * at least 6-units powered speaker, 1000W or higher, or approved equivalent * at least 4-units subwoofer, 1000W or higher, or approved equivalent * at least 1-unit Audio mixer with equalizer appropriate for the event * at least 2-units powered monitor speaker or approved equivalent * at least 4-units wireless microphone and 4-units wired microphone with stand * DJ to assist tech booth and the main event * at least 1-set communication set (4-6 headset) LIGHTS * at least 20-units beam 290 moving heads * at least 20-units par leds * at least 10-units amber lights * at least 4-units light stands * at least 1-unit light controller with skilled operator OTHER SPECIFICATIONS: * the set-up should be completed at least a day before the main event or sheduled tech-run and should have technical rehearsal before the main event, if necessary. * technical/skilled operators should closely coordinate with the program/event focal				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			* to provide standby of at least 1-unit fire extinguisher, HCFC-123 min. 5kg * service provider to take care of their respective food provisions and other materials for the functionality of the equipment and running the event				
Approved Budget for the Contract: Php 60,000.00				Note:			
End User: HRMDD-Welfare				"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
PURPOSE : For conduct of 1st SWEAP National Sportsfest							

Note: Procurement procedure in accordance with DSWD-Memorandum Circular No. 2, Series of 2007.


CHARL ALBERT J. TORREFIEL
 Canvasser

Signature of Supplier / Authorized Representative Over
 Printed Name

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