



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
 REGION XII**

"Matina, Mabuhay at Masagana"  
 Prime Regional Government Center, Carpenter Hill, Koronadal City, 9506  
 Tel/Fax Nos.: (083)228-6660 • (083)228-1421 • Email: dilg\_ro12@yahoo.com • Website: region12.dilg.gov.ph  
 ADMIN (083) 228-7960 • FINANCE (083) 228-7959 • LGMED (083) 877-2969 • LGCDO (083)877 2971

**BIDS AND AWARDS COMMITTEE**

**REQUEST FOR QUOTATION  
 (RFQ No. 2019-01-002 )**

<b>Name of Supplier:</b>
<b>Address:</b>
<b>Registered Business Name:</b>
<b>Address:</b>
<b>Business Permit No.</b>
<b>TIN:</b>
<b>PhilGEPS Reg. No.</b>

The Department of the Interior and Local Government Region XII (DILG-XII), through its Bids and Awards Committee, hereby invites all interested suppliers registered with the Philippine Government Electronic Procurement System (PhilGEPS), to quote their *lowest price* on the item listed below, subject to the General Conditions stated herein, and submit their quotation duly signed by their representatives not later than **10:00a.m., 30 OCTOBER 2018 (TUESDAY)**:

**NAME OF PROJECT** : **Refurbishing of DILG XII Conference Room**

**LOCATION / AREA OF DELIVERY** : **DILG XII Regional Office, Regional Government Center, Carpenter Hill, Koronadal City**

**APPROVED BUDGET** : **One Hundred Eighty Thousand Pesos Only (Php 180,000.00)**

**TERMS OF REFERENCE:**

The prospective bidder shall bid for the corresponding item:

Item	Number of Pieces	Cost Estimate	Total Cost
Portable Sound System	1	Php 25,000.00/each	<b>Php 25,000.00</b>
Professional Wireless Microphone System	1	Php 20,000.00/each	<b>Php 20,000.00</b>
High Definition Multi-Karaoke Jukebox	1	Php 15,000.00/each	<b>Php 15,000.00</b>
Professional Wireless Conference Microphone System	1	Php 120,000.00/each	<b>Php 120,000.00</b>
<b>TOTAL AMOUNT:</b>			<b>Php 180,000.00</b>

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*We uphold customer satisfaction and continual improvement of our Quality Management System's effectiveness, compliant to applicable laws, rules and regulations, and international standards, for a Highly Developed, Orderly, Self-Reliant, Environment-friendly and Globally Competitive SOCCSKSARGEN (LUPATINDO).*

The total amount of the above item shall determine the most advantageous price for DILG-XII.

**1. Portable Sound System**

**SPECIFICATIONS**

- Plastic Cabinet
- AC220V or DC12V (W/ built-in Rechargeable Batts)
- With 2 Wireless Microphone
- With 2 Mic Input (1 XLR, 1 PLSS)
- With FM Radio, Bluetooth, USB & SD Port
- With 5 Band Equalizer and LCD Display
- With Aux / Line In and Line Out
- With Remote Control, Handle and Wheels

**2. Professional Wireless Microphone System**

**SPECIFICATIONS**

- 2 Handheld wireless microphone, Uni-directional & dynamic
- Sensitive receiving design, Antenna
- Long range
- Frequency can be changed
- Restrain any noise or scream

**3. High Definition Multi-Karaoke Jukebox**

**SPECIFICATIONS**

- 500GB HDD Midi Karaoke Player with HDMI, Wifi, LAN, USB
- with Complete Front Panel Buttons
- Sound Card: Mid-Level, Camera Option: Yes
- Current New Song: Updated
- MTV MP3: 4000+ MTV, 4000+ Mp3, With Movie Option
- Inclusions: Player, Songbook, PCB or Small Remote, Cables, Manual

**4. Professional Wireless Conference Microphone System**

**SPECIFICATIONS**

- 300 feet (90 meters) or longer range line-of-sight
- 1 Chairman's Unit, 14 Delegate Units
- Goose neck Wireless Microphone
- Wireless Microphone system
- Good Sound Voice Quality / Crystal Clear Sound Quality

**TERMS OF REFERENCE:**

**1. LOCATION/AREA OF DELIVERY:** DILG XII Prime Regional Government Center, Carpenter Hill, Koronadal City

**2. LOCATION OF QUALIFIED BIDDERS**

Bidders/Suppliers are exclusive within SOCCSKSARGEN only.

**3. TIMELINE/SCHEDULE OF DELIVERY**

The supply and delivery of the aforesaid materials must be made not later than fifteen (15) days including Saturdays, Sundays and holidays from receipt of Notice to Proceed.

Liquidated damages equivalent to one tenth of one percent (0.01%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG-XII shall rescind the contract once the cumulative amount of

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liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

#### **4. TERMS OF PAYMENT**

The winning supplier shall be paid the contract amount in full upon delivery and acceptance by the DILG-XII, subject to deduction of applicable taxes.

#### **5. WARRANTY FOR DEFECTS**

Upon delivery, the DILG-XII reserves the right to inspect the items and to return any defective items/goods which shall be replaced or remedied by the supplier within a period of seven (7) days from notice.

#### **6. OTHER CONDITIONS**

Mode of payment to the winning supplier shall be made via Landbank's Advice to Debit Account (ADA). If supplier is nonholder of a Landbank Account, ADA may be made to other participating banks provided that the supplier will bear the bank charges deducted from such transaction.


All quotations shall be considered as fixed prices and not subject to price escalation during contract implementation.

For further inquiries or clarifications, you may contact Ms. Katherine M. Llano, Ms. Merriam D. Sarmiento and Mr. Mel Roy B. Manait at telephone numbers (083) 228-1421 or (083) 228-7960 or email address at dilg\_ro12@yahoo.com.

The DILG-XII reserves the right to reject any or all Quotations/Bids, to waive any minor defects therein, to annul the bidding process, to reject all Quotations/Bids at any time prior to contract award, without thereby incurring liability to the affected bidder/s, and to accept only the offer that is most advantageous for the Government.

The DILG-XII assumes no responsibility whatsoever to compensate or indemnify Bidders for any expenses incurred in the preparation of their Quotation/Bid.

Approved by:

  
RILIMIN H. SANDOVAL  
LEGO VII  
Chairperson, DILG XII RBAC

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Please quote your best offers for the item(s) below. **Please submit your quotations not later than 10:00 a.m., 30 OCTOBER, 2018 (TUESDAY)**. The information stated below shall be the basis for the evaluation and calculation of your quotation.

Summary of Approved Budget	
Procurement Project	Total ABC
Refurbishing of DILG XII Conference Room	Php 180,000.00
<b>TOTAL AMOUNT</b>	<b>Php 180,000.00</b>

Offered Quotation			
Item	A Offered Rate (Php)	B Number of Pieces	Subtotal
Portable Sound System		1	
Professional Wireless Microphone System		1	
High Definition Multi-Karaoke Jukebox		1	
Professional Wireless Conference Microphone System		1	
<b>TOTAL OFFERED QUOTATION</b>			<b>Php 180,000.00</b>

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Telephone or Mobile Number

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

\_\_\_\_\_  
Date Accomplished

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## **Terms and Conditions**

1. Any modifications in the items listed above during contract implementation must be approved by DILG-XII. The rate of each item shall not exceed the amount equal to the said room's published rate as of the date of return of this RFQ; **provided**, that the resulting total cost of items shall not exceed the total offered quotation for the same as contained in this RFQ.
2. Bidders shall provide correct and accurate information as required in this form.
3. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
4. Price quotation/s, to be denominated in peso shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and conditions stated herein.
7. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
8. The item/s shall be delivered within ten (10) calendar days from receipt of purchase order.
9. The submitted quotation shall provide a 10% allowance for the scheduled meals as per final number of participants in each function for the increase in attendance. If the actual attendance exceeds the 10% allowance, additional persons shall be charged the same as quoted.
10. The charge for additional persons shall be contained in an Amendment to Contract.
11. The DILG-XII shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
12. The DILG-XII shall prefer Landbank's Advice to Debit Account (ADA) as mode of payment. If winning supplier has no account in Landbank, ADA may be made to other participating banks **provided** that any transaction fees or charges deducted from such payment shall be borne by the supplier.
13. Liquidated damages equivalent to one tenth of one percent (0.01%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG-XII shall 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.

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