

REQUEST FOR QUOTATION / PROPOSAL

Provision of Lights, Sound System and Stage Services for the Conduct of TED x Philippine Competition Commission Conference

P.R. No./Date Received: **201905-00131 / 10 May 2019**

RFQ/P No. / Date: **201905-0109 / 10 May 2019**

The Philippine Competition Commission invites all eligible and PhilGEPS-registered suppliers, contractors and consultants to quote the best offer for the described item in the attached **Terms of Reference / Technical Specifications Sheet** subject to the Terms and Conditions and within the **Approved Budget for the Contract**.

Required Documents/Information to be submitted as Attachments to the Quotation/Proposal:

- Mayor's/Business Permit / BIR Certificate of Registration in case of individual.
- Latest Income/Business Tax Return.
- PhilGEPS Registration Number
- Signed Terms of Reference / Technical Specifications Sheet (if any)
- Professional License/Curriculum Vitae (**for Consulting Services only**)
- Notarized Omnibus Sworn Statement - **Annex "A" (to be submitted prior to Notice of Award issuance)**

This pro-forma quotation maybe submitted through **registered** or **electronic mail** to the PCC Bids and Awards Committee (PBAC) Secretariat at above address or email to procurement@phcc.gov.ph or ivabano@phcc.gov.ph on or before **14 May 2019 / 05:00 PM** subject to the following **Terms and Conditions**:

1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document. Alternative bids shall be rejected.
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to **(BIR 2306)** 5% R-VAT and **(BIR 2307)** 1% (PO) or 2% (JO) deductions.
5. PCC PBAC Technical Working Group may require you to submit documents that will prove your legal, financial and technical capability to undertake this contract.
6. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
7. PCC reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Sec 41 of the same IRR.
8. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots or toss coin.
9. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed **Terms of Reference / Technical Specifications Sheet**.

Very truly yours,

(ORIGINAL SIGNED)

ATTY. JOSEPH MELVIN B. BASAS

PBAC Chairperson and Director IV, FPMO

Item	QTY	ABC	Technical Specifications	Brand/Model	Unit Price	Total Amount
				(To be filled-up by the supplier)		
1	1	₱ 230,000.00	Provision of Lights, Sound System and Stage Services for the Conduct of TED x Philippine Competition Commission Conference (Please see Terms of Reference)			
Total Lot ABC		₱ 230,000.00	TOTAL Amount			
Delivery Instructions:						

(Please provide **complete** information below)

We undertake, if our Proposal is accepted, to supply/deliver the goods in accordance with the specifications and/or delivery schedule.

We agree to abide by this proposal for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase/Job Order or a Contract is prepared and executed, this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : _____

Designation/Position : _____

Name of Company : _____

Address : _____

Telephone / Fax : _____

E-mail Address: _____

Company Tax Identification Number : _____

TERMS OF REFERENCE

Provision of Lights, Sounds Systems, and Stage Services for the Conduct of TEDxPhilippineCompetitionCommission Conference on 17 May 2019 in Quezon City

I. Rationale/Objective

The Office of the Commissioner Johannes R. Bernabe (“OCJRB”), is organizing the **TEDxPhilippineCompetitionCommission** on **17 May 2019** in Quezon City.

TEDxPhilippineCompetitionCommission is part of a global movement of local, self-organized events that bring people together to share ideas worth spreading. Our theme for the event is "Future Trends" and we hope to gather in one place, a diverse roster of speakers who can share big ideas about our shared destinies.

As an internal TEDx event, the audience will be composed only of PCC's officers and staff, and it is our hope that the synergy will plant seeds for future ideas and actions that can give us a broader perspective and help us to be more effective in our work.

An external service provider shall be contracted to provide lights, sounds systems, and stage services for the said event.

II. Participants

The event will gather 90 participants which will be composed only of PCC's officers and relevant staff, and speakers coming from different organizations.

III. Scope of Work and Specification

The selection of the provider shall be evaluated based on the following technical specifications and the criteria found in Annex “H” of the Revised IRR of RA 9184:

A. Item Specifications

1. Front house speaker and monitor
 - a. 4 FOH speaker
 - b. 42 units Dual 18” Subwoofer 2 per Side
 - c. 4pcs. Stage Monitor 10”

2. Microphone
 - a. 4 pcs. Head-worn mic
 - b. 2 pcs. Wireless mic
 - c. 1 lot Microphone Stand (wires included)



Management
System
ISO 9001:2015
www.tuv.com
ID 9108652448





3. Audio playback
 - a. 1 unit Laptop
4. Communication set
 - a. 4 pcs. Clear communication set
 - b. 24 Channel 8 output 50 meters
 - c. 1 lot Microphone
 - d. 1 lot Heavy duty wire cable for speaker
 - e. 60 meters Heavy duty power supply cable
5. Lighting equipment
 - a. 24 units LED Par RGBW (3watts)
 - b. 12 units LED PAR
 - c. 6 units Beam 230
 - d. 1 unit Followspot
 - e. 1 unit Avolites (Lightning Controller)
6. Multimedia
 - a. 2 units P6 LED wall 9' x 24'
 - b. 1 unit LED wall video processor 1 set LED wall platform
 - c. 1 unit Roland Video Mixer
7. VIDEO COVERAGE SET UP
 - a. 2 units video camera
 - b. 3 Pro Tripod
 - c. 1 units Tv Monitor
 - d. 1 HD DVD Recorder,
 - e. 1 Audio Mixer for audio recording,
 - f. 1 cable for CCU
 - g. 4 Head Set and Switcher
 - h. 3 Cameraman
 - i. 1 Cable man
 - j. 1 VTR man
 - k. 1 Technical Director
8. 1 unit Red carpet.
9. Manpower
 - a. 1 Director for program responsible for directing program
 - b. 1 Video Designer responsible for video coverage
 - c. 2 Stage managers responsible for cueing and facilitation of stage entry and exit

d. 1 Prompter operator/Powerpoint operator to operate presentation slides

10. Corkage

a. Should there be any charges for bringing of equipment for the event, corkage fees must be shouldered by the service provider

11. Engagement of Service

a. The engagement of service is on May 17, 2019 from 1:00PM – 5:00PM. (Excluding of Ingress and Egress)

12. Others

a. Coordination with the venue provider must be done by service provider
b. Meals and transportation shall be shouldered by the service provider

IV. Approved Budget for the Contract (ABC)

A total estimated ABC for this procurement is **Two Hundred Thirty Thousand Pesos (PhP230,000.00)**, inclusive of all applicable government taxes and service charges. In case of additional participants, cost per participant will be charged accordingly.

V. Evaluation and Selection Criteria (Rating Scheme)

Bid proposals shall be evaluated following the criteria prescribed under Annex “H” of the revised IRR of R.A. No. 9184. In addition, the service provider should attach to its bid proposal a filled-out form in Annex A of this document.

VI. Mode of Procurement

The mode of procurement shall be Small Value Procurement, provided under the Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184.

VII. Payment Scheme

Full payment of the contract shall be paid within fifteen (15) days after the issuance of the following:

a. Billing statement by the Service Provider; and
b. Certificate of Satisfactory Service issued by PCC

VIII. Liquidated Damages

Failure to comply with the Terms and Conditions of the contract will result in the payment of corresponding penalties/liquidated damages in the amount equal to one-tenth (1/10) of one percent (1%) of the cost of unperformed portion for every day of delay. If the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of contract. The PCC reserves the right to rescind the contract, without prejudice to other courses of action and remedies open to it.

IX. Dispute Agreement/Resolution:

Should there be any dispute related to the Contract and/or rights of the parties arise, the same shall be submitted to mutual consultation, mediation and arbitration, in the order of application. The venue of the proceedings shall be in Quezon City. In case of a court suit, the venue shall be the courts of competent jurisdiction in Quezon City, to the exclusion of all other courts; and Any amendment or additional terms and conditions to the Contract must be in writing, signed and acknowledged by the Parties.

Approved by:


JOHANNES R. BERNABE
Commissioner

Conforme:
_____ Name and Signature of Authorized Representative
_____ Designation
_____ Company
_____ Date



Management
System
ISO 9001:2015
www.tuv.com
ID 9108652448

