



PHILIPPINE GENERAL HOSPITAL
The National University Hospital
University of the Philippines Manila
PURCHASING OFFICE
Taft Avenue, Manila

PHIC-Accredited Health Care Provider
ISO 9001 Certified

REQUEST FOR SEALED QUOTATION / PROPOSAL

Date: 19 September 2023
Purchase Request No.:PUR23-09-0828/EHRO
Mode of Procurement: Negotiated Procurement – Small Value Procurement

Please quote at your government price inclusive of VAT for the item/s listed below. It will be appreciated if you can submit your duly signed by your representative at the **Purchasing Office, 2nd Floor Right Service Wing, Philippine General Hospital, Taft Avenue, Manila, not later than 3:00 PM, 26 September 2023.**

General Conditions:

- All entries must be typewritten or in print.
- Delivery Period: **Please see Annex**
- Warranty shall be for a minimum period of six (6) months for supplies and materials, one (1) year for equipment from the date of acceptance by the procuring entity.
- Bidders must indicate the BRAND and MODEL NUMBER offered when appropriate.
- Price validity shall be for a period of 90 calendar days from the date of opening of quotation/proposal.
- Documentary requirements should be attached upon submission of the quotation / proposal.

☐ Valid Business / Mayor's Permit

☐ PhilGEPS Registration Number/Certificate

☐ Latest Business / Income Tax Return

☐ Notarized Omnibus Sworn Statement
- Supplier is required to submit single bid / offer only for each item. Two or more bids / offer is automatically disqualified.
- Others:

8.1 **Compliance with the Terms of Reference, please see Annex .**

For further information, you may call at (02) 8554-8400 local 3021 and look for Mr/Ms. JULIE E. MADIZ.

THELMA C. BERNARDO
Acting Head

PUR23-09-0828 – Expanded Hospital Research Office

| Item No. | Item Description | Qty | UOM | Unit Price (PHP) | Quoted Unit Price | Statement of Compliance | | Remarks (Brand and specifications) |
|--|---|-----|------|------------------|-------------------|-------------------------|----|------------------------------------|
| | | | | | | Yes | No | |
| 1. | Rental of Lights and Sound Equipment, Stages, Trusses, Special Effects, LED Monitor Walls, Projectors (Use: 1 day) (Please see Annex for the Terms of Reference) | 1 | unit | 100,000.00 | | | | |
| <u>Approved Budget for the Contract</u> | | | | 100,000.00 | | | | |
| <u>Total Amount of Quotation (in Words& in Figures)</u> | | | | | | | | |

I/We, the undersigned Supplier, hereby OFFER to supply/deliver/perform the above described items.

Name of Company: _____

Name of Representative: _____

Position / Designation: _____

Signature _____



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TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
3. Quotations exceeding the Approved Budget for the Contract shall be rejected.
4. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
5. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your authorized representative/s.
6. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
7. The UPM-PGH shall have the right to inspect and/or test the goods to confirm their conformity to the technical specifications.
8. The UPM-PGH shall assumes no responsibility whatsoever to compensate or indemnify any supplier for expenses incurred in the preparation of Quotations/Proposals.
9. In case of two or more bidders are determined and declared as Lowest Calculated and Responsive Quotation, the UPM-PGH shall adopt and employ "draw lots" as the tie-breaking method to finally determine the winning provider in accordance with GPPB Circular 06-2005.
10. If the AWARDEE fails to effect delivery with the prescribed period, the UPM-PGH may upon its discretion, extend delivery period of subject, however, to the imposition of appropriate liquidated damages, the amount of which shall be at least equal to one-tenth of one percent (0.01%) of the cost of the unperformed portion for every day of delay, collectible from any money due or maybe due to the supplier/contractor. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the UPM-PGH may rescind or terminate the contract, without prejudice to other courses of action and remedies open to it. If the AWARDEE, however, fails to effect completed delivery within the extended period, the UPM-PGH shall have the right to cancel said contract and shall constitute a ground for disqualification of the AWARDEE from future biddings, without prejudice to the imposition of other sanctions provided for under 2016 Revised IRR.
11. The UPM-PGH reserves the rights to reject any or all bids or not award the contract, to waive any formality or defect therein and to accept any or all offers that may be considered most advantageous to the Government.
12. Compliance with Republic Act (R.A.) 9184 and other applicable laws.

UNDERTAKING

I/We undertake, if our quotation/proposal is accepted, to deliver the items in accordance with the General /Terms and Conditions contained in the Request for Quotation/Proposal.

Name of Company: _____
Address: _____
Name of Representative: _____
Position / Designation: _____
Signature _____

Office Tel. No.: _____
Fax / Mobile No.: _____
e-Mail Address: _____
Date: _____



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Annex

SEP 20 2023

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Project Title: Rental of Lights and Sound Equipment, Stage, Trusses, Special Effects, LED Monitor Walls, and Projectors

Project Duration: October 16-20, 2023

Equipment set-up: October 14, 2023
Time: 12: 00 PM

Ingress: October 16, 2023
Time: 5:00 AM

Objectives: The primary objective of this Terms of Reference (TOR) is to outline the requirements and expectations for the rental of lights and sound equipment, stage, trusses, special effects, LED monitor walls, and projectors for the above-mentioned event.

Specific objectives include:

- Ensuring the availability of high-quality equipment and services.
- Achieving seamless technical execution during the event.
- Guaranteeing the safety and security of all equipment and personnel.

Technical Requirements:

Widescreen LED Display

Pixel pitch: P3 (3mm)

LED panel size (sq.ft.): 1.625 sq. ft.

Screen Size: Ratio (16: 10) 8.125 ft (h) by 13 ft (L)

Total LED panels, rows, columns, 40 panels; 5 rows, 8 columns

1 set of aluminum stage panels for elevated installation

1 set of Video processors for the best visual quality

1 unit Switcher/ video mixer

1 set DVD Video playback

1 unit Laptop

1 set of various wires and cables

1 unit Power distributor (40 amperes)

1-set Qualified Technical staff and delivery charges are also included

Sound System Equipment

4 pcs 500w Professional speakers with stands

4 pcs microphones (2 wireless/2 wired w/ stand)

1-unit Pro-audio mixing console w/ effects (with 4 microphone/4 stereo line input mixer)

1 set of Playback system with Laptop

1 set of sound processors

Various wires and cables

1 pair of wireless microphones

1 pair of wired microphones w/ boom stand

Professional mixing console

1 set of Playback system

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Lighting Equipment

- 8 pcs R.G.B.W. Par LED Lights (3 watts x 54 bulbs) for mood-lighting / ambiance lighting effects
- 4 pcs Par LED lights for the backdrop (R.G.B.)
- 1 unit Follow spotlight.
- 1 pair light stand w/ T-bar (4 holes each)
- 1 unit DMX light controller
- 1 unit smoke or bubble machine
- Various wires and cables

Terms and Conditions


The scope of work includes, but is not limited to, the following:

- a. Setup of lights and sound equipment.
- b. Setup of a stage, including necessary trusses and rigging.
- c. Setup of special effects equipment.
- d. Setup of LED monitor walls.
- e. Setup of projectors.
- f. Technical support and maintenance throughout the event.
- g. Compliance with all safety regulations and standards.
- h. Coordination with event organizers and stakeholders.

Prepared by:


ZALDY R. REYES
University Researcher
Expanded Hospital Research Office

Approved by:


JEAN ANNE B. TORAL, MD, MSc
Coordinator for Research
Philippine General Hospital

I/We, the undersigned Supplier, hereby OFFER to supply/delivery/perform the above described items.

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