



UNIVERSITY OF THE PHILIPPINES BAGUIO

Governor Pack Road, Baguio City, Benguet, CAR
VAT Reg. TIN: 000-864-006-00007
Telephone No. 074-442-3484
Email Address: spmo.upbaguio@up.edu.ph

REQUEST FOR QUOTATION (RFQ)

PROCUREMENT PROJECT: Supply and Delivery of Photographic Equipment and Various Accessories for Office of the Public Affairs

Purchase Request No.: 21856 | 21896 | 21935

Approved Budget for the Contract: P 79,000.00

Date: 12 March, 2024

RFQ No. 4015

MOP: SVP

INSTRUCTIONS:

- 1. Accomplish this RFQ correctly and completely. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or any of your duly authorized representative/s.
2. Bidder should attach a copy of the latest Business Permit#, PhilGEPS Registration Number and Notarized Omnibus Sworn Statement for an Approved Budget for the Contract (ABC) above P50,000 except for Shopping as an Alternative Method of Procurement that requires the latest business permit# and PhilGEPS registration only. Quotations exceeding the ABC shall be rejected.
In Addition:
2a. For Corporations & Cooperatives: A Notarized Secretary's Certificate or Notarized Board Resolution;
2b. For Sole Proprietorship: A Notarized Special Power of Attorney if the OSS Affiant is other than the Sole Proprietor.
3. Warranty**, if appropriate, shall be six (6) months for supplies and materials, one (1) year for equipment from the date of acceptance of the Procuring Entity.
4. Submit your quotation, preferably sealed, at the Supply and Property Management Office, UP Baguio OR send to this email address ONLY - spmo.upbaguio@up.edu.ph and cc: bac.upbaguio@up.edu.ph with the subject heading RFQ No. 4015 NOT LATER THAN 5:00 PM on 18 March 2024.
5. Price validity shall be for a period of 90 calendar days.
6. IF APPLICABLE, bidders shall indicate the Brand and Model Number of the item/s being offered.
7. Failure to follow these instructions will disqualify your entire quotation.

Please quote your lowest government price (including VAT) on the item/s listed below, and state the time of which you can make delivery. The information stated below shall be the basis for the evaluation and calculation of your quotation.

Canvassed by: James Benedict E. Bagsic

ROLA C. ESTRINO
Head, SPMO

Table with 10 columns: ITEM NO., GENERAL DESCRIPTION, Compliance with technical specifications (Pls. check) YES/NO, BRAND (N/A if not applicable), Unit of Measure (ex. pc, lot, kl), QTY, UNIT PRICE, TOTAL PRICE, QUOTED UNIT PRICE*, TOTAL QUOTED PRICE. Contains 3 rows of item specifications and pricing.

4	HDMI Video Capture CPU requirement-PC i5-3400 or above; NB i7-3537U 2.0GHZ or above Graphics card requirement-PC NVIDIA GT630 or above; NC NVIDIA GT735M or above Run Memory requirement-4G RAM HDMI resolution-Max input can be 3840x2160@30Hz Video output resolution:-Max output can be 1920x1080@30Hz Video output format:-YUV/JPEG Support video format-8/10/12bit Deep color Support audio format-L-PCM Support AWG26 HDMI standard cable-input up to 15 meters Supported OS:-Windows / Android / MacOS Max working current-0.4A/5V DC Dimension (L x W x H):-64x28x13 (mm)				pc	2	₱ 4,000.00	₱ 8,000.00		
5	Wireless microphone Connector type-USB-C, Lightning, and 3.5mm TRS ports Connectivity technology-Bluetooth, Wi-Fi Please see attached complete specs				pc	2	₱ 6,000.00	₱ 12,000.00		
6	High Power Handheld Megaphone with Microphone 12V 100 Watts • High Power Handheld Megaphone with Microphone • Battery: 2200mAh Lithium Battery or 8 cells Size C • Recording Time: 1,000 seconds (16Minutes) (please see attached) • Audible Range: 1200 meters • Material: ABS • Power Source: 12V • Power: 100 Watts • Talk/Siren/USB/TF Cards/Record/Bluetooth Functions: • Talk • Siren • USB • TF Cards • Record • Bluetooth SPECIFICATIONS • Battery: 2200mAh Lithium Battery or 8 cells Size C • Recording Time: 1,000 seconds • Audible Range: 1200 meters (1.2km) • Material: ABS • Power Source: 12V • Power: 100 Watts				pc	1	₱ 3,500.00	₱ 3,500.00		
<p>Contract Award: Per line item</p> <p>Delivery Period: within 30 calendar days upon receipt of NTP</p> <p><i>#A recently expired Mayor's/Business permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit. However, a copy of your Mayor's or Business Permit shall be required to be submitted after award of contract but before payment.</i></p> <p><i>*Indicating a price/amount under "Quoted Unit Price" shall mean complying with the technical specifications of the item even without checking the compliance column otherwise provide a counter-offer.</i></p> <p>**WARRANTY INCLUDED *** Nothing Follows ***</p> <p style="text-align: right;">TOTAL: ₱ 79,000.00</p>										
TOTAL QUOTED AMOUNT IN WORDS:										

After having carefully read and accepted your General Conditions, I/We quote you on the items at prices noted above.

Name of the Company: _____ Tel. No. : _____
Address: _____ Fax No. : _____
Name of Representative: _____ Email Address: _____
Position: _____
Signature: _____ Date: _____