



Republika ng Pilipinas  
Lungsod Quezon

BIDS AND AWARDS COMMITTEE – GOODS & SERVICES  
Second Floor, Civic Center Building F, Quezon City Hall Complex, Elliptical Road, Quezon City  
8988-4242 local 8712 / 8710 / 8709  
[bacgoods.procurement@quezoncity.gov.ph](mailto:bacgoods.procurement@quezoncity.gov.ph)



REQUEST FOR QUOTATION  
NEGOTIATED PROCUREMENT  
SECTION 53.1

DATE : AUGUST 01, 2024

PROJECT NO. : PAISD-24-AVE-0278

Name of Company :  
Address :  
Contact No. :  
Project Title : **PROCUREMENT OF DIGITAL WIRELESS MICROPHONE, TALKBACK HEADSET, AND OTHERS**  
Approved Budget of the Contract : **Php 319,906.00**  
End-User / Implementing Office : **PUBLIC AFFAIRS AND INFORMATION SERVICES DEPARTMENT**

BREAKDOWN OF THE APPROVED BUDGET FOR THE CONTRACT	
Item nos. 1 – 3	P 78,200.00
Item nos. 4 – 7	P 225,706.00
Item no. 8	P 16,000.00

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than **AUGUST 06, 2024, 10:00 AM** Philippine Standard Time, together with the following documents of your company:

- 1 PhilGEPS certificate (not expired on the time of opening of quotations);
- 2 Business Registration (DTI/SEC)
- 3 Mayor's/Business Permit (2024);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2023) (For ABCs above P500,000.00)
- 7 If applicable, the JVA in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

in a **SEALED LONG BROWN ENVELOPE** issued by **QC BAC- Goods and Services**.

**NOTE: Submission of a Document Request List (DRL) is required prior to the issuance of the Long Brown Envelope.**

**MA. MARGARITA S. MEJIA, DPA**  
Chairperson, BAC- Goods and Services

QCG.PD.TSD.F.07

TERMS AND CONDITIONS

1. Bidders shall **provide correct and accurate** information required in this form.
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
4. Quotation **exceeding** the Approved Budget for the Contract (ABC) shall be **rejected**.
5. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. 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.
7. The City General Services Department (CGSD) shall have the right to inspect the goods.
8. Non-submission of eligibility documents shall mean disqualification of Quotation.
9. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CGSD 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.
10. Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s as follows:

ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
1	<b>2-PERSON COMPACT DIGITAL WIRELESS MICROPHONE SYSTEM/RECORDER FOR CAMERA &amp; SMARTPHONE (2.4GHz)</b> 2x Clip-On with Microphone RF Frequency Band; 2400 to 2483.5 MHz Max Operating Range: 820.2' / 250 m (Line of Sight) Receiver: Camera-Mount, Plug-In, Shoe-Mount (with Included Hardware), 2 Audio Channels, Audio I/O: 1 x 1/8inch / 3.5 mm TRS Female Unbalanced Output -1 x 1/8inch / 3.5 mm TRS Female Unbalanced Headphone Output, Audio Output Level: -12 to +12 dB, High-Pass Filter: 150 Hz Transmitter; Transmitter Type: Clip-On with Microphone, RF Output Power; 100 mW, Audio I/O: 1 x 1/8inch / 3.5 mm TRS Female Input	Unit	2		
2	<b>AVIATION STYLE NOISE CANCELLING HEADSET</b> Dual TRS plug Noise Cancelling Mic	Unit	1		
3	<b>TALKBACK VIDEOCAM HEADSET</b> Earpiece Design: Over-Ear (Circumaural) Number of Earpieces: Single Earpiece Impedance: 32 Ohms Microphone: Dynamic Audio Connector to Source: 1 x XLR 5-Pin Male	Unit	4		
4	<b>PROFESSEONAL BOOM MICROPHONE</b> (3.5mm/XLR jack) Pronounced directivity Maximal rejection of side noise Switchable "Low Cat" filter minimizes wind noise Phantom or battery powering Battery switch with "Low Batt" indicator Rugged all metal housing Very good suppression of structure-borne noise Supplied with foam windshield, shock mount and adapter cable for cameras with 3.5 mm TRS jack connection	Piece	4		
5	<b>PROFESSIONAL TIE CLIP MICROPHONE</b> MKE2 Features: High-quality condenser-microphone directly into your wireless system pocket transmitter Includes Microphone, Clips, Windscreen (metal cap) A fantastic solution for interview;, videography. and archival public speaking Comfortable under ear design 78 inches cable Length (200cm)	Piece	6		

Handwritten signature and initials.

	Element: Electret Condenser Directional Characteristics: Noise Canceling Frequency Response: 100 Hz ~ 10,000 Hz Sensitivity: -56 dB +/- 4dB Impedance: 2000 ohm Operating Voltage; 1.0V- 10V D.C. Connector: 3.5mm stereo lock screw				
6	<b>PROFESSIONAL WIRELESS DUAL WIRELESS MIC SYSTEM</b> 2 x Bodypack with Microphone, Digital 2.4 GHz, Non-Diversity, 656.2' / 200 m range, Max of 4 transmitter per band, 3.5 to 4 ms latency, filters noise reduction.	Piece	4		
7	<b>PROFESSIONAL IM-EAR MONITORING HEADPHONES</b> Rich aid vibrant bass-driven sound, Very Crisp and clear sound, best sound for low and high frequency.	Piece	2		
8	<b>DOUBLE SIDED MOBILE WHITE BOARD</b> With Stand Set 900*1200mm Double-sided Writable Whiteboard with Free 1piece Eraser + 2pieces Whiteboard Pen + 4pieces Magnet	Piece	2		
TOTAL					

Amount in Words:

<b>OTHER REQUIREMENTS:</b>
<ul style="list-style-type: none"><li>Statement of Warranty with project title and project number – minimum of one (1) year</li></ul>

Delivery Period : **Sixty (60) Calendar Days**  
Warranty : \_\_\_\_\_

\_\_\_\_\_  
Signature over printed name

\_\_\_\_\_  
Office Telephone No./Fax/Mobile No.

\_\_\_\_\_  
Date

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

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