



Republic of the Philippines
 Department of Justice
 Bureau of Corrections
DAVAO PRISON AND PENAL FARM
 B. E. Dujali, Davao del Norte
BIDS AND AWARDS COMMITTEE
REQUEST FOR QUOTATION



Supplier/Company Name: _____
 Address: _____

Date: _____
 PR No.: 21-04-0064
 RFQ No.: 2021-05-001

SIR/MADAM:

Please quote your lowest price on the items listed below, subject to the General Conditions indicated therein and submit your quotation duly signed by your representative in sealed envelope direct to the BAC Secretariat in charge of the RFQ or thru the authorized canvasser of this Department not later than _____, **2021 - 2:00PM** the time and date of the opening of the sealed quotation.

This office shall reserve the right to reject any or all proposals/price quotations, if there are defects of the offer most advantageous to the government, and assumes no responsibility to compensate or indemnify bidders for any expenses incurred in the preparation to bid.

CSUPT ELISEO J BELVIS
BAC Chairman

Project Description PROCUREMENT OF DPPF SOUND SYTEM

Qty	Unit	Description	Unit Cost	Total Cost	Bid Unit Cost	Total Bid Amount
1	unit	POWER AMPLIFIER , 800 watts	13,250.00	13,250.00		
1	unit	MIXER, 8 channels (heavy	7,717.00	7,717.00		
2	pcs	Outdoor speaker Big	15,847.00	31,694.00		
2	pcs	Outdoor speaker small	7,314.00	14,628.00		
4	pcs	Speaker stand (heavy duty)	731.00	2,924.00		
40	meters	Sound system wire	48.00	1,920.00		
3	pcs	Microphone	943.00	2,829.00		
1	set	Wireless Microphone	3,240.00	3,240.00		
4	pcs	Mic Stand	477.00	1,908.00		
1	set	Battery with Charger(wireless mic)	901.00	901.00		
1	unit	Flight Case 12U	8,929.00	8,989.00		
GRAND TOTAL:				90,000.00		

Approved Budget for the Contract: NINETY THOUSAND PESOS ONLY

Delivery Period _____ Days Upon the Receipt of Approved PO

- GENERAL CONDITIONS:**
- All entries **MUST BE LEGIBLY WRITTEN.**
 - Bidders must indicate only one quote per item, multiple quotations are grounds for disqualification from participating in the procurement at hand.
 - Any alterations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.

DPPF SOUND SYSTEM

4. Bidders must quote for all items. Incomplete quotation shall not be accepted.
5. Quoted prices must be inclusive of taxes and other charges and fees and shall not exceed the Approved Budget for the Contract (ABC).
6. Award of Contract shall be made in a per lot basis. Quotation exceeding the Approved Budget of the Contract (ABC) shall be rejected.
7. Bidders must indicate **BRAND/MODEL and SPECIFICATIONS and/or sample** of items quoted.
8. Bidders must indicate warrant list and other term and condition when applicable.
9. The BuCor-DPPF shall have the right to inspect and/or test goods to confirm their conformity to the technical specification.
10. Liquidated damages equivalent to one tenth of one percent (0.1%) of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The BuCor-DPPF 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 causes of action and remedies open to it.
11. **BIDDERS SHALL SUBMIT THE REQUIRED DOCUMENTS TOGETHER WITH THEIR BID PRICE IN A SEALED ENVELOPE**
12. **SUBMISSION THRU E-MAIL AND FAX QUOTATION WILL NOT BE ENTERTAINED/ACCEPTED. SEALED QUOTATION MAY BE MADE THRU REGISTERED MAIL OR MAY BE SUBMITTED PERSONALLY.**
13. **THE PRESENCE OF THE OWNER OR HIS/HER DULY AUTHORIZED DURING THE OPENING OF SEALED BIDS IS MANDATORY, OTHERWISE THE BID IS CONSIDERED INVALID.**
14. Bidders **SHALL PAY** the amount of **FIVE HUNDRED PESOS ONLY (PhP 500.00)** non-refundable payment (applicable fee for the bid documents pursuant to latest guidelines issued by the GPPB) for the bid documents. Prospective bidders or their authorized representatives is required to pay personally or through DPPF's Official Bank Account for bidding documents as per BAC Resolution No. 2020-10-0001.

DOCUMENTARY REQUIREMENTS FOR ALTERNATIVE METHODS OF PROCUREMENT (Goods and Services):

NOTE: Absence of any of the foregoing is a ground for disqualification.

1. Valid and Current Mayor/Business Permit or copy of official receipt showing that renewal of the same is on process
2. Valid and Current PhilGEPS Certificate Registration Number
3. Valid and Current Income/Business Tax Return (for ABCs above P500K)
4. Duly Notarized Omnibus Sworn Statement (for ABCs above P50K)
5. Special Power of Attorney (SPA) for the duly authorized representative.

Submit your sealed quotation duly signed by you or your representative with Special Power of Attorney (SPA) not later than _____, **2021** at Davao Prison and Penal Farm Conference Room, Administrative Building, Bureau of Corrections, B.E Dujali, Davao del Norte or thru authorized canvasser of this Department at _____ **PM**. Late submission shall be rejected.

IMPORTANT NOTICE!

We **STRICTLY** implement Inter-Agency Task Force (IATF) Health Protocol Guidelines against COVID-19. Therefore you must observed the following, to wit;

1. Submit yourself for **BODY TEMPERATURE READING** and fill out the logbook of visitors at the entrance of admin building.
2. **NO FACE MASK, NO ENTRY ; NO FACE SHIELED NO ENTRY Policy.**
3. **Bring your personal alcohol/hand sanitizer.**

CONFORMED: _____
Name and Signature

Supplier/Company Name: _____
Designation: _____
Contact Number: _____
Email Add (optional): _____

Canvassed by: _____

For further information, you can call the BAC SECRETARIAT c/o **AOIV JULIE JOY DIVINAGRACIA** at Administrative Office, Bureau of Corrections, Davao Prison and Penal Farm at **BAC official mobile number 0917-102-9495** from 8:00 AM to 5:00 PM, Monday to Friday only.