



Republic of the Philippines  
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
**REGION XII**

"Matino, Mahusay at Maaasahan"

Prime Regional Government Center, Carpenter Hill, Koronadal City, 9506  
Tel/Fax Nos.: (083)228-6660 • (083)228-1421 • Email: dilg\_ro12@yahoo.com • Website: region12.dilg.gov.ph  
ADMIN (083) 228-7960 • FINANCE (083) 228-7959 • LGMED (083) 877-2969 • LGCDD (083)877 2971

**BIDS AND AWARDS COMMITTEE**

**REQUEST FOR QUOTATION**  
(RFQ No. 2018- 01-005 )

Name of Supplier:
Address:
Registered Business Name:
Address:
Business Permit No.
TIN:
PhilGEPS Reg. No.

The Department of the Interior and Local Government Region XII (DILG-XII), through its Bids and Awards Committee, hereby invites all interested suppliers registered with the Philippine Government Electronic Procurement System (PhilGEPS), to quote their *lowest price* on the item listed below, subject to the General Conditions stated herein, and submit their quotation duly signed by their representatives not later than **10:00a.m. 02 February 2018 (Friday)**:

**NAME OF PROJECT** : Lease Purchase of Facilities and Equipment of LGCDD for the conduct of **Open Government Partnership Regional Dialogue (Mindanao Cluster 2)**.

**LOCATION / AREA OF DELIVERY** : DILG XII Regional Office, Regional Government Center, Carpenter Hill, Koronadal City

**APPROVED BUDGET** : Eighty-Eight Thousand Five Hundred Pesos (Php 88,500.00)

**TERMS OF REFERENCE:**

The prospective bidder shall bid for the corresponding item:

Item	Number of Pieces	Cost Estimate	Total Cost
Camera DSLR	1	Php49, 500.00/each	<b>Php49,500.00</b>

The DILG Region XII, imbued with integrity, competence and professionalism, and **Living Up to a Peaceful, Accountable, and Dynamic** working environment, commits to deliver quality services through oversight function, capacity development intervention, and incentives and rewards to local government units.

We uphold customer satisfaction and continual improvement of our Quality Management System's effectiveness, compliant to applicable laws, rules and regulations, and international standards, for a highly **Developed, Orderly, Self-Reliant, Environment-friendly and Globally Competitive SOCCSKSARGEN. (LUPADDOSE)**.



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Projector	1	Php39, 000.00/each	<b>Php39,000.00</b>
<b>TOTAL AMOUNT:</b>			<b>Php88,500.00</b>

*The total amount of the above item shall determine the most advantageous price for DILG-XII.*

**1. Camera DSLR**

**SPECIFICATIONS**

- ✓ EOS Rebel SL1 18MP Digital SLR
- ✓ EF-S 18-55mm f/3.5-5.6 IS STM Lens
- ✓ EF 75-300mm f/4-5.6 III & HD 58mm wide angle
- ✓ Telephoto Lens +Total 32GB of Memory
- ✓ 18MP CMOS sensor and the DIGIC 5 image processor
- ✓ 58mm digital filter set with a premium quality UV filter
- ✓ Extra 16 GB Transcend SDHC class 10 flash memory cards and card reader/writer

**2. Projector**

**SPECIFICATIONS**

- ✓ Brightness of 4000 Lumens
- ✓ XGA (1024 x 768) Native Resolution
- ✓ 1.9 to 2.09:1 Throw Ratio
- ✓ HDMI, S-Video, Composite, 2x VGA Inputs
- ✓ VGA Output for Loop-Through Analog Audio Input and Output
- ✓ Built-In 10W Speaker
- ✓ Ethernet and RS-232 Controllable

**TERMS OF REFERENCE:**

**1. LOCATION/AREA OF DELIVERY:** DILG Regional Office XII, Prime Regional Government Center, Carpenter Hill, Koronadal City

**2. LOCATION OF QUALIFIED BIDDERS**

Bidders/Suppliers are exclusively within South Cotabato only.

**3. TIMELINE/SCHEDULE OF DELIVERY**

The supply and delivery of the aforesaid materials must be made not later than eleven (11) days including Saturdays, Sundays and holidays from receipt of Notice to Proceed.

Liquidated damages equivalent to one tenth of one percent (0.01%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG-XII shall rescind the contract once the cumulative amount of liquidated

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damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

#### 4. TERMS OF PAYMENT

Terms of Lease/Purchase (3 Months period)

- 15% Downpayment of the total ABC
- Lease period: February – April 2018 (1 month advance, 1 month deposit)
- Full delivery upon issuance of Approved Purchase Order.

#### 5. WARRANTY FOR DEFECTS

Upon delivery, the DILG-XII reserves the right to inspect the items and to return any defective items/goods which shall be replaced or remedied by the supplier within a period of seven (7) days from notice.

#### 6. OTHER CONDITIONS

Mode of payment to the winning supplier shall be made via Landbank's Advice to Debit Account (ADA). If supplier is nonholder of a Landbank Account, ADA may be made to other participating banks **provided** that the supplier will bear the bank charges deducted from such transaction.

All quotations shall be considered as **fixed prices** and **not subject to price escalation** during contract implementation.

For further inquiries or clarifications, you may contact **Ms. Katherine M. Llano, Ms. Merriam D. Sarmiento and Ian Jon S. Clemente** at telephone numbers (083)228-1421 or (083) 228-7960 or email address at [dilg\\_ro12@yahoo.com](mailto:dilg_ro12@yahoo.com).

The DILG-XII reserves the right to reject any or all Quotations/Bids, to waive any minor defects therein, to annul the bidding process, to reject all Quotations/Bids at any time prior to contract award, without thereby incurring liability to the affected bidder/s, and to accept only the offer that is most advantageous for the Government.

The DILG-XII assumes no responsibility whatsoever to compensate or indemnify Bidders for any expenses incurred in the preparation of their Quotation/Bid.

**RILIMIN H. SANDOVAL**  
LGOO VII / Chief, LGCDD  
Chairperson, DILG XII BAC

30 January 2018

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Please quote your best offers for the item(s) below. **Please submit your quotations not later than 10:00 a.m., 02 February 2018.** The information stated below shall be the basis for the evaluation and calculation of your quotation.

Summary of Approved Budget	
Procurement Project	Total ABC
Lease Purchase of Facilities and Equipment of LGCDD for the conduct of <b>Open Government Partnership Regional Dialogue (Mindanao Cluster 2).</b>	88,5000.00
<b>TOTAL AMOUNT</b>	<b>Php88,500.00</b>

Offered Quotation			
Item	A Offered Rate (Php)	B Number of Pieces	Subtotal
Camera DSLR	Php49,500.00	1	Php49,500.00
Projector	Php39,000.00	1	Php39,000.00
<b>TOTAL OFFERED QUOTATION</b>			<b>Php88,500.00</b>

\_\_\_\_\_  
**Signature over Printed Name**

\_\_\_\_\_  
**Telephone or Mobile Number**

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

\_\_\_\_\_  
**Date Accomplished**

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