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**REQUEST FOR QUOTATION**

Date: October 11, 2024  
P.R. No. S.E.-2024-09-13-003

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Store/ Shop: \_\_\_\_\_

Address: \_\_\_\_\_

TIN: \_\_\_\_\_

PhilGEPS Registration Number: \_\_\_\_\_

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The **Philippine Sports Commission**, through its Bids and Awards Committee, intends to procure the **Rental of Photobooth for BIMP-EAGA + NT Friendship Games 2024 in Puerto Princesa City, Palawan** accordance with **Section 53.9 Small Value Procurement** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your best offer for the item described herein, subject to the Terms and Conditions provided at the last page of this RFQ. Submit your quotation duly signed by you or your duly authorized representative **not later than October 14, 2024 at 5:00 PM.** A copy of the following documents is required to be submitted, directly to the Bids and Awards Committee Office located at Room 207, Administration Building, RMSC, P. Ocampo Sr. St., Malate Manila:

- A. PHILGEPS Registration or PHILGEPS Certificate
- B. 2024 Mayor's/Business Permit

Quotations must be properly labeled with reference number on the project offered. In case the deadline falls on a non-working day, legal holiday, or special non-working holiday the deadline shall be on the next working day.

For any clarification, you may contact us at Telephone No. 8 523-9831 loc.143 or email address [pscprocurement@yahoo.com](mailto:pscprocurement@yahoo.com), [procurement@psc.gov.ph](mailto:procurement@psc.gov.ph) and copy [bac@psc.gov.ph](mailto:bac@psc.gov.ph)

  
**DIR. PAULO FRANCISCO C. TATAD**  
BAC Chairperson  
Bids and Awards Committee

INSTRUCTIONS:

- (1) Accomplish this RFQ correctly and accurately
- (2) Do not alter the contents of this form in any way.
- (3) All Technical Specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) 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 for the item/s as follows:

TECHNICAL SPECIFICATIONS:	Statement of Compliance		
	YES	NO	REMARKS
PROJECT NAME: <b>Rental of Photobooth for BIMP-EAGA + NT Friendship Games 2024 in Puerto Princesa City, Palawan</b>			
<b>Item 1</b>			
Rental of Photobooth – 1 lot			
>Unlimited Shots			
>4R Prints Size			
>Full Magnetic Back			
>3HRS			
Print Layout as per color branding of the Event <b><i>3Days (December 2, 3, 4, 2024) 5:00 P.M.</i></b>			
1.Camera and Imaging			
>Camera Resolution; Minimum of 12MP for High-Quality Photos.			
>Lens Type: Wide-angle lens for Capturing multiple people in one shot.			
>Camera Mount: Adjustable and Stable Mounting to accommodate different angles and heights.			
2.Lighting			
>Type of Lighting: LED or studio-quality Lighting with adjustable brightness.			
>Lighting Placement: Front-facing and/or side Lighting to minimize shadows and ensure even illumination.			
3.Backdrop and Props			
>Backdrop Options: Multiple interchangeable Backdrops or green screen capabilities.			
>Props: Variety of props and accessories for user interaction.			
4.Touchscreen Interface			
>Screen Size: Minimum of 15 inches for ease of use.			
>Touchscreen Features: High-resolution, Responsive touch interface for photo selection and customization.			
5.Print and Output			
>Print Quality: High-resolution printing with options for color, black and white, and Various sizes (e.g. 2 x 6 strips, 4 x 6 prints).			
***more on the next page***			

>Printer Type: Dye-sublimation or inkjet Printer for durability and quick printing.			
>Paper Type: Glossy or matte photo paper Suitable for high-quality prints.			
6.Software and Customization			
>Software Features: User-friendly interface with options for digital props, filters and effects.			
>Customization: Ability to add logos, text, or Themes to prints and digital images.			
>Social Media Integration: Options for sharing Photos directly to social media platforms.			
7.Connectivity			
>Data Storage: Internal storage for saving images and videos			
>External Connectivity: USB ports, Wi-Fi, or Bluetooth for data transfer and remote access: Network capabilities: Integration with Cloud services for backup and sharing.			
8.Power and Durability			
>Power Source: Reliable power supply with Backup options (e.g. battery or generator).			
>Durability: Sturdy construction to withstand frequent use and transport.			
9.Size and Portability			
>Dimension: Compact and space-efficient Design for ease of setup and use in various locations.			
>Portability: Built-in wheels or a carrying case for easy transport.			
10.Support and Maintenance			
>Technical Support: Access to customer support for troubleshooting and repairs.			
>Maintenance Requirements: Easy maintenance with replaceable parts and clear instructions for upkeep.			
***nothing follows***			
<b>Delivery Requirement:</b>			
Can provide the photobooth on December 2,3, and 4, 2024			

**FINANCIAL OFFER:**

Please quote your **best offer** for the items below. Please do not leave any blank items. Indicate "0" if item being offered is for free.

<b>Rental of Photobooth for BIMP-EAGA + NT Friendship Games 2024 in Puerto Princesa City, Palawan</b>			
Approved Budget for Contract	Quantity in lot (A)	Offered Price per lot (B)	Your Total Offered Quotation (A x B)

<b>Item 1</b> <b>Fifteen Thousand Pesos</b> <b>(PhP 15,000.00)</b>	1 lot		In Figures: _____
<b>Grand Total:</b> <b>Fifteen Thousand Pesos</b> <b>(PhP 15,000.00)</b>	<b>Total Offered Quotation</b>		In Words: _____ _____ _____  In Figures: _____

**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 the Philippine Peso shall include all taxes, duties and/or levies payable.
- 4) Quotations exceeding the Approved Budget for the Contract shall be rejected.
- 5) 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.
- 6) Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
- 7) The item/s shall be delivered according to the requirements specified in the Technical Specifications.
- 8) The PSC shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- 9) In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the PSC shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
- 10) Payment shall be made after delivery and upon the submission of the required supporting documents, i.e., Order Slip and/or Billing statement, by the supplier, contractor or consultant.
- 11) Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The PSC 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.

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

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Office Telephone/Fax/Mobile Nos.

\_\_\_\_\_  
E-Mail Address/es