



Republic of the Philippines
Professional Regulation Commission
National Capital Region

Regional Bids and Awards Committee

P. Paredes St., Sampaloc, Metro Manila
Tel. Fax: 53101047
Email: ncr.bac@prc.gov.ph

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Chairperson

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MAY ANN S. DELA CRUZ
Member

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Member

ANAMYLIN V. AUSTRIA
Member

REQUEST FOR QUOTATION RFQ No. 2025-10

Date:

Contact Person:

Name of Company:

Address:

Contact details:

PhilGEPS Registration Number (Required):

Dear Sir/Madam:

The Regional Bids and Awards Committee (**RBAC**) of the Professional Regulation Commission – National Capital Region (**PRC-NCR**) is inviting you to participate in the Negotiated Procurement through Section 34 Small Value Procurement of the Implementing Rules and Regulations of Republic Act No. 12009 for the project: **SUPPLY, DELIVERY AND INSTALLATION OF ONE (1) LOT RENTAL OF SOUNDS AND LIGHTING SYSTEM, AND ONE (1) SET (9' x 12') LED WALL FOR THE THREE (3) DAYS EVENT OF 52nd PRC FOUNDING ANNIVERSARY and 2025 PRC WEEK at BULWAGANG NUBLA, 5th FLOOR, ANNEX BLDG.**

We are furnishing you herewith a copy of the posted Request for Quotation with Annexes "A-B" for your reference.

For inquiries, you may call the BAC Secretariat at facsimile No. (02) 53101047 or email at ncr.bac@prc.gov.ph

Thank you.

Truly,

AUDREY ANA M. AMPARO
RBAC Chairperson



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REQUEST FOR QUOTATION
(Negotiated Procurement – Small Value Procurement)

The PROFESSIONAL REGULATION COMMISSION – NATIONAL CAPITAL REGION (PRC-NCR), with address at P. Paredes St., Sampaloc, Manila, through its Regional Professional Regulation Commission (RBAC), will undertake a Negotiated Procurement for the Project: **SUPPLY, DELIVERY AND INSTALLATION OF ONE (1) LOT RENTAL OF SOUNDS AND LIGHTING SYSTEM, AND ONE (1) SET (9’ x 12’) LED WALL FOR THE THREE (3)-DAY EVENT OF 52nd PRC FOUNDING ANNIVERSARY and 2025 PRC WEEK at BULWAGANG NUBLA, 5th FLOOR, ANNEX BLDG** in accordance with Section 34 Small Value Procurement of the Implementing Rules and Regulations of Republic Act No. 12009.

Name of Project: SUPPLY, DELIVERY AND INSTALLATION OF ONE (1) LOT RENTAL OF SOUNDS AND LIGHTING SYSTEM, AND ONE (1) SET (9’ x 12’) LED WALL FOR THE THREE (3)-DAY EVENT OF 52nd PRC FOUNDING ANNIVERSARY and 2025 PRC WEEK at BULWAGANG NUBLA, 5th FLOOR, ANNEX BLDG/RFQ NO. 2025-10

Total Approved Budget for the Contract: One Hundred Forty-Seven Thousand Eight Hundred Thirty-Three and Thirty-Three Centavos (Php147,833.33) *inclusive of all bank and government charges.*

Specification: See attached Annexes “A” and “B” for the Terms of Reference and Schedule of Delivery, and Financial Bid.

Schedule of Activity:

ACTIVITY	DATE AND TIME	REMARKS
Deadline for Submission of Bids	08 May 2025 (Thursday)/9:00a.m.	Bidders who are legally, technically, and financially capable may submit their accomplished open quotation or proposal (Annex “B”) personally, by mail or courier, through facsimile, or via our official email account (ncr.bac@prc.gov.ph), duly signed by the owner or his duly authorized representative using the “PRC - NCR Official Forms” provided herein on or before 9:00 o’clock in the morning of 08 May 2025, at the RBAC Office, 2nd Floor, PRC Annex Building, P. Paredes St. Sampaloc, Manila Late bids will not be accepted.
Opening and Evaluation of Bids	08 May 2025 (Thursday)/10:00a.m.	The quotation or proposal will be evaluated at the NCR Conference Room, 2nd Floor, PRC Annex Building on 07 May 2025, at 10:00 o’clock in the morning.



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Bidders may join the bid opening via videoconferencing or face-to-face upon submission of a letter of intent to participate in our official government electronic mail account (ncr.bac@prc.gov.ph).

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. The bidder shall submit their proposal through their duly authorized representative using the provided **OFFICIAL FORMS (Annex "A" & "B")**.
3. Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of the submission of the quotation.
4. Price quotation/s to be denominated in the Philippine peso shall include all taxes, duties and/or levies payable.
5. Sample materials are required during post-qualification.
6. All quotations exceeding the Approved Budget for the Contract shall be automatically rejected.
7. Award of Contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
8. Any erasures or overwriting shall be valid only if they are properly signed by the owner or his/her authorized representative.
9. Payment shall be made within 30-45 days upon receipt of the Statement of Account/Billing Statement, on a bank-to-bank basis.

In addition to the quotation/proposal, copies of the following eligibility requirements (or its equivalent/ or if applicable) are required to be submitted:

1. Valid and Current Mayor's / Business Permit
(In exceptional cases where the LGU concerned has not yet released the Mayor's Permit, Bidders, in lieu of the valid Mayor's Permit may submit a substantial proof of renewal of Mayor's Permit, such as Official Receipt of payment)



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2. Valid proof of Philippine Government Electronic Procurement System (PhilGEPS) Registration Number
 3. Latest Income/Business Tax Return (for ABCs above P500,000.00)
 4. Notarized Omnibus Sworn Statement signed by owner / authorized representative
 5. For Sole Proprietorship, duly notarized Special Power of Attorney, if to designate a representative
 6. For Corporation, duly notarized Board Resolution/Secretary's Certificate designating authorized representative
- ❖ *For Individual / Sole Proprietor (only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit)*
- ❖ *For procurement requiring Mayor's Permit and PhilGEPS Registration Number, Certificate of Platinum membership may be submitted in lieu of the said documents.*

PRC NCR assumes no responsibility whatsoever to compensate or indemnify proponents for any expenses incurred in the preparation of the proposal.

PRC NCR reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

For inquiries, you may contact the RBAC Secretariat at facsimile No. (02) 53101047 or email at ncr.bac@prc.gov.ph.

Truly,

AUDREY ANA M. AMPARO
RBAC Chairperson



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ANNEX “A”

TERMS OF REFERENCE (TOR)

SUPPLY, DELIVERY AND INSTALLATION OF ONE (1) LOT RENTAL OF SOUNDS AND LIGHTING SYSTEM, AND ONE (1) SET (9’ x 12’) LED WALL FOR THE THREE (3)-DAY EVENT OF 52nd PRC FOUNDING ANNIVERSARY and 2025 PRC WEEK at BULWAGANG NUBLA, 5th FLOOR, ANNEX BLDG

(Through Negotiated Procurement Pursuant to Section 34 Small Value Procurement of the Implementing Rules and Regulations of Republic Act No. 12009)

I. Approved Budget for the Contract

The supplier shall bid for the item described in this Terms of Reference, which shall not exceed the Approved Budget for the Contract (ABC) inclusive of all applicable bank and government charges.

Supply, Delivery and Installation of One (1) Lot Rental of Sounds and Lighting System, and One (1) Set (9’ X 12’) Led Wall for The Three (3)-Day Event of 52nd PRC Founding Anniversary and 2025 PRC Week at Bulwagang Nubla, 5th Floor, Annex Bldg, with an Approved Budget for the Contract (ABC) of One Hundred Forty-Seven Thousand Eight Hundred Thirty-Three and Thirty-Three Centavos (Php147,833.33.00).

II. Specification:

Unit	Item Description	Quantity	Unit Cost	Total Cost
	Supply, Delivery, and Installation of one (1) lot Rental of Sounds and Lighting System, and one (1) set (9'x12') LED WALL for the 3 days event of 52nd PRC Founding Anniversary and 2025 professional Regulation Commission Week at Bulwagang Nubla, 5th Floor, Annex Building.		147,833.33	P147,833.33
	LED WALL			
set/s	9' x 12' (Indoor)	1		
	LIGHT AND SOUND SYSTEM			
unit/s	Mixing Console / Analog mixer	1		
unit/s	Wireless Microphones	4		
unit/s	Powered Speaker	4		
unit/s	Subwoofer Speaker	2		
pcs.	Speaker Stand	4		
pcs.	Light Stand	2		
pcs.	PAR LED Lights	8		
pcs.	Amber lights	8		
pcs.	Backdrop Lights	4		
pcs.	Microphone Stand	3		
pcs.	Moving Heads	4		
unit/s	DMX Controller	1		
unit/s	Smoke Machine	1		
unit/s	Laptops for Source Audio	1		
lot	Main cables, wires, extension wires, and other accessories	1		
unit/s	Wired Condenser Microphones	3		
unit/s	Microphone Stand	3		
	Please see the attached TOR for reference			
				P147,833.33



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Republic of the Philippines
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Manila

TERMS OF REFERENCE

SCOPE OF WORK:

Supply, Delivery, and Installation of one (1) lot Rental of Sounds and Lighting System, and one (1) set (9'x12') LED WALL for the 3 days event of 52nd PRC Founding Anniversary and 2025 Professional Regulation Week at Bulwagang Nubla, 5th Floor, Annex Building.

1. Sounds and Lighting System for Bulwagang Nubla, Annex Building				
	QTY.	UNIT	ITEM/S	DESCRIPTION
1	1	Unit	Mackie DL1608 (and/or any brand compatible to the system)	<ul style="list-style-type: none">16-channel Analog Mixer16 phantom-powered Mic preampsMic band for warm and musical backgroundXLR Input: +21 dBu1/4" TRS Input: +30 dBuPhantom Power: 8Output +21 dBu (max) outputNoise floor -79 dBu A-Weighted (at Unity Gain)
2	4	unit	Shure wireless microphone (and/or any brand compatible to the system)	<ul style="list-style-type: none">Plug and play functionality conveniently connected and removed from the system without the need to power down or restart the system.GSM immunity or immunity to mobile interference to ensure clear and uninterrupted discussion/conference.
3	4	Unit/s	RCF ART312A Powered Speaker (and/or any brand compatible to the system)	<ul style="list-style-type: none">15" Active speaker with 2-channel amp.3.5" full-range neodymium driversFrequency response (-6dB): 43Hz – 20 KHzFrequency Range (-20dB): 37Hz – 40KHz
4	2	Unit/s	RCF 118 Subwoofers (FOH) (and/or any brand compatible to the system)	<ul style="list-style-type: none">15" subwoofer with 4-channel amp.3.5" full-range neodymium driversFrequency response (-3dB): 43Hz – 20 KHzFrequency Range (-10dB): 37Hz – 20KHz
5	4	Unit/s	Speaker Stand	<ul style="list-style-type: none">Can hold powered speaker
6	2	Unit/s	Light Stand	<ul style="list-style-type: none">Can hold wired Lightings (PAR/amber light)
7	8	Unit/s	PAR LED lights	<ul style="list-style-type: none">54PCS 4IN1 LEDsLamp Average Life Time: 50,000 hours
8	8	Unit/s	Amber lights	<ul style="list-style-type: none">36PCS 2IN1 LEDsLamp Average Life Time: 20,000 hours
9	4	Unit/s	Backdrop lights	<ul style="list-style-type: none">36PCS 2IN1 LEDsLamp Average Life Time: 20,000 hours
10	4	Unit/s	Moving Head	<ul style="list-style-type: none">Head type: 7R Beam 230 WVoltage: AC 100 – 240 V 50 / 60 HzLight source: MSD 230 W/ Philips 7 R lampTotal power: 350 W



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				<ul style="list-style-type: none">DMX channels: 16/20Control panel: 16-million-pixel color LCD touch greenWeight: 17 000 gUSB Mirroring for Android13 Band EQ & Digital Time AlignmentBuilt-in BluetoothShort Chassis2V 2Preouts & Subwoofer Out
11	1	Unit/s	DMX Controller	<ul style="list-style-type: none">Power Consumption: 1,450W.Warm-up Times: 8.5 minutes (approx.)Fluid Consumption: 100 ml/min (100% output)Fluid Tank Capacity: 6 Litres.Fluid: Antari FLP Fire Training Fog Fluid.Operating Time: MAX. Output 1 hr.Output: 20000 cu. ft/min.
12	1	Unit/s	Smoke Machine	<ul style="list-style-type: none">Screen 15.6"Screen Resolution 1920 x 1080pixelsProcessor intel Core i5-1155G7Processor Core Quad CoreProcessor Speed 5GHzStorage 256GBStorage Type SSDRAM 8GBRAM TypeDDR4
13	1	unit	Laptop	
14	1	lot	Wires, cables and extensions, Laptops	
	3		Shure PM508 Wired Condenser Microphones (and/or any brand compatible to the system)	<ul style="list-style-type: none">18-inch wired MicrophoneMax SPL: Cardioid 124.2 dBFrequency response: 50-17000 HzDynamic range: 96.2dB
	3	Unit/s	Microphone stand	<ul style="list-style-type: none">Can hold wired Microphones
2. LED WALL 9' x 12' (INDOOR) System for Bulwagang Nubla, Annex Building				
15	1	Lot	LED Wall	<ul style="list-style-type: none">Display Size:<ul style="list-style-type: none">Slim TypeDot Pitch - P3mmINCLUSIVE OF:<ul style="list-style-type: none">Laptop/Notebook (For Playback)LED HD Video ProcessorPower Cable for LEDSplitterVideo Switcher - Seamless SwitchingCables and ConnectorsPlatform

Prepared by:

GERSON T. EMPAYNADO
Administrative Officer V

Reviewed/Approved by:

TEODORO V. MENDOZA II
Chief, General Services Division

III. Schedule of Delivery:

Within Three (3) calendar days upon receipt of Purchase Order

ACKNOWLEDGEMENT AND COMPLIANCE WITH THE TERMS OF
REFERENCE FOR THE SUPPLY, DELIVERY AND INSTALLATION OF
ONE (1) LOT RENTAL OF SOUNDS AND LIGHTING SYSTEM, AND
ONE (1) SET (9' x 12') LED WALL FOR THE THREE (3)-DAY EVENT
OF 52nd PRC FOUNDING ANNIVERSARY and 2025 PRC WEEK at
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SIGNATURE OVER PRINTED NAME
OF AUTHORIZED REPRESENTATIVE,
DESIGNATION AND PRINTED NAME OF COMPANY



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ANNEX “B”

PRICE QUOTATION SHEET
FINANCIAL BID

Having read, examined, and accepted the Terms of Reference on the subject Request for Quotation (RFQ), I/We submit our quotation/s for the item/s as follows:

PROJECT NAME	APPROVED BUDGET OF CONTRACT (ABC)	BID PRICE
SUPPLY, DELIVERY AND INSTALLATION OF ONE (1) LOT RENTAL OF SOUNDS AND LIGHTING SYSTEM, AND ONE (1) SET (9' x 12') LED WALL FOR THE THREE (3)-DAY EVENT OF 52 nd PRC FOUNDING ANNIVERSARY and 2025 PRC WEEK at BULWAGANG NUBLA, 5 th FLOOR, ANNEX BLDG	One Hundred Forty-Seven Thousand Eight Hundred Thirty-Three and Thirty-Three Centavos (Php147,833.33)	

*Total Bid Price for the Project: (Inclusive of all taxes and bank charges)

In Figures: _____

In Words: _____

*THE BID/QUOTED PRICE SHALL NOT EXCEED THE APPROVED BUDGET FOR THE CONTRACT INCLUSIVE OF VAT.

Bidder/Bidder’s Authorized Representative
Signature over printed name

In the capacity of:

Duly Authorized to Sign Bid for and on behalf of:

Name of Company: _____

Address: _____

Contact No: _____

Email Add.: _____