



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF TRANSPORTATION  
MARITIME INDUSTRY AUTHORITY

**REQUEST FOR QUOTATION**

Date: \_\_\_\_\_

Company/Business Name: \_\_\_\_\_

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

Business/Mayor's Permit No.: \_\_\_\_\_

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

PhilGEPS Registration Number (required): \_\_\_\_\_

The **Maritime Industry Authority (MARINA)**, through its Bids and Awards Committee (BAC), intends to procure **SUPPLY AND DELIVERY OF AUDIO VIDEO PACKAGE FOR THE STCWO CONFERENCE ROOM AND 55 INCHES LED SMART TV** in accordance with Section 53.9 (Negotiated Procurement – Small Value Procurement) of the Updated 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184. The Approved Budget for the Contract (ABC) is **One Hundred Twenty-One Thousand Four Hundred Ninety Pesos (Php 121,490.00)**.

Please submit your duly signed quotation addressed to the Bids and Awards Committee (BAC) Chairperson and to the given address below, on or before 12 NN of 25 November 2024, subject to the compliance with the Terms and Conditions provided on this Request for Quotation (RFQ):

**Atty. MARIA ROWENA B. HUBILLA**

BAC Chairperson

MARINA BAC Office, 10<sup>th</sup> Floor MARINA Building,  
Bonifacio Drive cor., 20<sup>th</sup> Street, Port Area, Manila, Philippines.

Telephone No.: **+632) 8524-6518**

Email: [bacsec@marina.gov.ph](mailto:bacsec@marina.gov.ph)

Interested service provider shall also submit a copy of the **valid Mayor's/Business Permit** and **PhilGEPS Registration**, along with the quotation on or before the above specified deadline of submission of quotation.

The Supplier/ Service Provider with the Single/Lowest Calculated Quotation shall submit its **Omnibus Sworn Statement (GPPB – Prescribed forms)** within the period (maximum of 5 calendar days) as indicated in the Notice to Single/Lowest Calculated Quotation.

The Head of the Procuring Entity (HoPE) of the MARINA reserves the right to reject any and all quotations, declare a failure of procurement, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

For any clarification, you may contact the BAC Secretariat at **+632) 8524-6518** or email address at [bacsec@marina.gov.ph](mailto:bacsec@marina.gov.ph).

By the Authority of the Bids and Awards Committee:

**ATTY. MARIVIC S. RAMOS**

Head, Bids and Awards Committee Secretariat

## **INSTRUCTIONS:**

Note: Failure to follow these instructions will disqualify your entire quotation.

- (1) Do not alter the contents of this form in any way.
- (2) The use of this RFQ is highly encouraged to minimize errors or omissions of the required mandatory provisions. In case of any changes, bidders must use or refer to the latest version of the RFQ, except when the latest version of the RFQ only pertains to deadline extension.

If another form is used other than the latest RFQ, the quotation shall contain all the mandatory requirements/provisions including manifestation on the agreement with the Terms and Conditions below.

In case a prospective supplier/service provider submits a filled-out RFQ with a supporting document (i.e., a price quotation in a different format), both documents shall be considered unless there will be discrepancies. In this case, provisions in the RFQ shall prevail.

- (3) All technical specifications must be complied with. Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.
- (4) Quotations may be submitted through electronic mail at [bacsec@marina.gov.ph](mailto:bacsec@marina.gov.ph).
- (5) Quotations, including documentary requirements, received after the deadline shall not be accepted. For quotations submitted via electronic mail, the date and time of receipt indicated in the e-mail shall be considered.

After having carefully read and accepted the Instructions and Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

CONTRACT PACKAGE	SPECIFICATION	QTY	Statement of Compliance ("Comply" or "Not Comply")	Unit Cost (Vat Inclusive)	Total Cost (Vat Inclusive)
<b>Lot 1: Procurement of Supply and Delivery of Audio Video Package for the STCWO Conference Room</b>					
<b>WALL MOUNTED SPEAKER</b>	<ol style="list-style-type: none"> <li>1. 2-Way Speaker System 450W</li> <li>2. Minimum of 10 inch Speaker</li> <li>3. Impedance: 8 ohms</li> <li>4. Sensitivity:90Db</li> <li>5. 2 way bass reflex</li> <li>6. Woofer with 4-layer Voice Coil</li> <li>7. LF: (1) x 10" Woofer</li> <li>8. HF: (2) x 3" Tweeter</li> <li>9. Qty: 1 set (2pcs/set)</li> </ol>	1 set			
<b>PUBLIC ADDRESS AMPLIFIER</b>	<ol style="list-style-type: none"> <li>1. USB, FM Bluetooth Functions</li> <li>2. 2 Mic Input</li> <li>3. 600 Watts x 2 Power</li> <li>4. 3 Line Input Source</li> <li>5. Music Bass Mid Treble and Balance Control</li> <li>6. 4-16 Ohms Impedance</li> <li>7. AC 220V 50-60Hz Power Input</li> <li>8. LCD Display for Viewing Functions</li> <li>9. Mic Echo and Mic Volume Control</li> <li>10. Subwoofer Signal Output and Mic Out</li> <li>11. 5Hz to 100KHz Frequency Range</li> <li>12. 10K-22K Input Impedance</li> <li>13. 350mv Input Sensitivity</li> <li>14. 80dB Signal to Noise Ratio</li> <li>15. 15 mv Mic Input Sensitivity</li> </ol>	1 unit			
<b>HDMI CABLE (10m)</b>	HDMI CABLE (10m)	2 unit			
<b>LED SMART TV</b>	<ol style="list-style-type: none"> <li>1. At least 65 inches</li> <li>2. Slim and Integrated Back Cover</li> <li>3. 4K HDR/HDR 10/Dolby Vision</li> <li>4. Dolby Audio &amp; Dolby Atmos</li> <li>5. Google Tv/Google Voice Assistant</li> </ol>	1 unit			

	6. Google Apps/Google Chromecast 7. Bluetooth 5.0 8. Wi-Fi 5 9. HDMI 2.1*3 10. HDR 350 NITS (4K UHD+HDR10) 11. Metallic Frame 12. 2.0Ch 20W Speaker				
<b>Lot 2: Procurement of one (1) 55 inches Smart LED TV</b>					
<b>LED SMART TV</b>	1. At least 55 inches 2. Slim/Unibody/Frame Edgeless Screen 3. 4K HDR/HDR 10/Dolby Vision 4. Dolby Audio & Dolby Atmos 5. Google Tv/Google Voice Assistant 6. Google Apps/Google Chromecast 7. Support DLG 120Hz 8. Wi-Fi	1 unit			
			<b>Statement of Compliance ("Comply" or "Not Comply")</b>		
<b><u>GENERAL SCOPE OF SERVICES:</u></b>					
1. The procurement of said project is divided into two (2) Lots. As such the prospective supplier may submit quotations for one, two/ or all lots as indicated in the item above. <b>AWARD</b> for this procurement is on a "PER LOT" basis;					
2. All bids shall be considered as fixed prices and not subject to price escalation during contract implementation;					
3. The prospective supplier warrants that it shall strictly conform to all the Terms and Conditions of this Terms of Reference;					
4. The prospective shall provide photo/picture of the items being procured. Photo/pictures of items not compliant with the requirement will be disqualified;					
5. The winning supplier shall supply, deliver the audio video package within fifteen (15) calendar days upon receipt of Purchase Order;					
6. The winning supplier who accepted a Purchase Order and Notice to Proceed but failed to deliver the required Goods within the time called for in the Purchase Order shall be disqualified in participating from future procurement activities of MARINA. This is without prejudice to the imposition of other sanctions prescribed under R.A. 9184 and its Revised IRR against the supplier					
<b><u>WARRANTY PERIOD:</u></b>					
1. One (1) year warranty on parts and services; 2. After Sales Service and Support during the warranty period, all reported defects shall be					

<p>completely/satisfactorily repaired/replaced by the winning supplier.</p>	
<p><b><u>DELIVERY TERMS:</u></b>  The delivery period is within <b>15 calendar days</b> upon confirmation of Purchase Order (PO) at the Maritime Industry Authority Central Office. MARINA Building, 20<sup>th</sup> St., corner Bonifacio Drive, 1018 Port Area (South), Manila.</p>	
<p><b><u>TERMS OF PAYMENT:</u></b>  Within Fifteen-Thirty (15-30) calendar days upon receipt of billing invoice/SOA and issuance of Inspection and Acceptance Report by MARINA.</p>	
<p><b><u>OTHER DOCUMENTARY REQUIREMENTS:</u></b></p> <ol style="list-style-type: none"> <li>1. The bidder must submit an Omnibus Sworn Statement <ol style="list-style-type: none"> <li>1.1 To attach duly notarized Special Power of Attorney (if representing the owner of a sole proprietorship), or</li> <li>1.2 To attach duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable if representing a Partnership, Corporation, Cooperative, or Joint venture.</li> </ol> </li> </ol>	

## TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. 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.
3. Price quotation/s must be valid for a period of **FORTY-FIVE (45) calendar days** from the date of submission.
4. Price quotation/s, to be denominated in *Philippine peso* shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the MARINA 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.
7. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
8. The item/s shall be delivered according to the accepted offer of the bidder.
9. Item/s delivered shall be inspected on the scheduled date and time of the MARINA. The delivery of the item/s shall be acknowledged upon the delivery to confirm the compliance with the technical specifications.
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. Our Government Servicing Bank, i.e. the Land Bank of the Philippines, shall credit the amount due to the identified bank account of the supplier, contractor, or consultant **not earlier than twenty-four (24) hours, but not later than forty-eight (48) hours**, upon receipt of our advice. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the account of the supplier, contractor, or consultant in accordance with existing accounting rules and regulations. Please note that the **corresponding bank transfer fee, if any, shall be chargeable to the supplier's account.**
11. Liquidated damages equivalent to one tenth of one percent (0.1%) of value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The MARINA may terminate 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.
12. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 9184 and its updated 2016 revised IRR.



13. The RFQ, Purchase Order (PO), and other related documents for the above-stated Procurement project/s shall be deemed to form part of the contract.

**FINANCIAL OFFER**

**Terms of Payment:**

*Within fifteen to thirty (15-30) calendar days upon receipt of billing invoice/Statement of Account and issuance of Inspection and Acceptance report by the MARINA;*

**Payment Details:**

*Banking Institution :* \_\_\_\_\_

*Account Number :* \_\_\_\_\_

*Account Name*

*(should be the exact account name as registered in the bank):* \_\_\_\_\_

*Bank Branch :* \_\_\_\_\_

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

<b>SUPPLY AND DELIVERY OF AUDIO VIDEO PACKAGE FOR THE STCWO CONFERENCE ROOM AND 55 INCHES LED SMART TV</b>	
<b>Approved Budget for the Contract (ABC)</b>	<b>Total Offered Quotation</b>
<p><b>One Hundred Twenty-One Thousand Four Hundred Ninety Pesos (Php 121,490.00)</b></p>	<p>In words: _____</p> <p>_____</p> <p>_____</p> <p>In figures: _____</p> <p>_____</p>

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

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

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

\_\_\_\_\_  
Email address/es



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**TECHNICAL SPECIFICATIONS**

<p><b>Project Description</b></p>	<ol style="list-style-type: none"> <li>1. Procurement of Supply and Delivery of Audio Video Package for the STCWO Conference Room.</li> <li>2. Procurement of 55-inch SMART LED TV</li> </ol>
<p><b>Approved Budget of the Contract</b></p>	<p>The Approved Budget for the Contract No. is <b>Php 121,490.00</b> inclusive of all applicable taxes, transport/delivery or other miscellaneous expenses and will be charged against the MARINA Central Central Office funds FY: 2024, consisting of the following:</p> <p>Lot 1: Procurement of Supply and Delivery of Audio Video Package for the STCWO Conference Room (P71,590.00).</p> <p>Lot 2: Procurement of one (1) 55 inches Smart LED TV (49,900.00)</p>
<p><b>Specifications/ Deliverables</b> (Ex. Size, color, materials used and other specs requirements)</p>	
<p><b>LOT 1 (P71,590.00)</b></p>	<ol style="list-style-type: none"> <li><b>1. 1 set WALL MOUNTED SPEAKER (2 pcs/set)</b> Specification:             <ol style="list-style-type: none"> <li>1. 2-Way Speaker System 450W</li> <li>2. Minimum of 10 inch Speaker</li> <li>3. Impedance: 8 ohms</li> <li>4. Sensitivity:90Db</li> <li>5. 2 way bass reflex</li> <li>6. Woofer with 4-layer Voice Coil</li> <li>7. LF: (1) x 10" Woofer</li> <li>8. HF: (2) x 3" Tweeter</li> <li>9. Qty: 1 set (2pcs/set)</li> </ol> </li> <li><b>2. 1 unit PUBLIC ADDRESS AMPLIFIER</b> Specification:             <ol style="list-style-type: none"> <li>1. USB, FM Bluetooth Functions</li> <li>2. 2 Mic Input</li> <li>3. 600 Watts x 2 Power</li> <li>4. 3 Line Input Source</li> <li>5. Music Bass Mid Treble and Balance Control</li> <li>6. 4-16 Ohms Impedance</li> <li>7. AC 220V 50-60Hz Power Input</li> <li>8. LCD Display for Viewing Functions</li> <li>9. Mic Echo and Mic Volume Control</li> <li>10. Subwoofer Signal Output and Mic Out</li> <li>11. 5Hz to 100KHz Frequency Range</li> <li>12. 10K-22K Input Impedance</li> <li>13. 350mv Input Sensitivity</li> <li>14. 80dB Signal to Noise Ratio</li> <li>15. 15 mv Mic Input Sensitivity</li> </ol> </li> <li><b>3. 2 unit HDMI CABLE (10m)</b></li> <li><b>4. One (1) unit Led Smart TV</b> Specification:             <ol style="list-style-type: none"> <li>1. At least 65 inches</li> <li>2. Slim and Integrated Back Cover</li> <li>3. 4K HDR/HDR 10/Dolby Vision</li> <li>4. Dolby Audio &amp; Dolby Atmos</li> <li>5. Google Tv/Google Voice Assistant</li> <li>6. Google Apps/Google Chromecast</li> <li>7. Bluetooth 5.0</li> <li>8. Wi-Fi 5</li> </ol> </li> </ol>



	<p>9. <i>HDMI 2.1*3</i>  10. <i>HDR 350 NITS (4K UHD+HDR10)</i>  11. <i>Metallic Frame</i>  12. <i>2.0Ch 20W Speaker</i></p>
<p><b>LOT 2 (P49,900.00)</b></p>	<p><b>One (1) unit LED Smart TV</b>  <i>Specification:</i></p> <ol style="list-style-type: none"> <li>1. <i>At least 55 inches</i></li> <li>2. <i>Slim/Unibody/Frame Edgeless Screen</i></li> <li>3. <i>4K HDR/HDR 10/Dolby Vision</i></li> <li>4. <i>Dolby Audio &amp; Dolby Atmos</i></li> <li>5. <i>Google TV/Google Voice Assistant</i></li> <li>6. <i>Google Apps/Google Chromecast</i></li> <li>7. <i>Support DLG 120Hz</i></li> <li>8. <i>Wi-Fi</i></li> </ol>
<p><b>Other End-User Requirements</b>  <i>(Ex. Warranty, photos of the product and other end-user requirements)</i></p>	<p><b>GENERAL SCOPE OF SERVICES:</b></p> <ol style="list-style-type: none"> <li>1. The procurement of said project is divided into two (2) Lots. As such the prospective supplier may submit quotations for one, two/ or all lots as indicated in the item above. <b>AWARD</b> for this procurement is on a <b>"PER LOT"</b> basis;</li> <li>2. All bids shall be considered as fixed prices and not subject to price escalation during contract implementation;</li> <li>3. The prospective supplier warrants that it shall strictly conform to all the Terms and Conditions of this Terms of Reference;</li> <li>4. The prospective shall provide photo/picture of the items being procured. Photo/pictures of items not compliant with the requirement will be disqualified;</li> <li>5. The winning supplier shall supply, deliver the audio video package within fifteen (15) calendar days upon receipt of Purchase Order;</li> <li>6. The winning supplier who accepted a Purchase Order and Notice to Proceed but failed to deliver the required Goods within the time called for in the Purchase Order shall be disqualified in participating from future procurement activities of MARINA. This is without prejudice to the imposition of other sanctions prescribed under R.A. 9184 and its Revised IRR against the supplier; and</li> </ol> <p><b>WARRANTY PERIOD:</b></p> <ol style="list-style-type: none"> <li>1. One (1) year warranty on parts and services;</li> <li>2. After Sales Service and Support during the warranty period, all reported defects shall be completely/satisfactorily repaired/replaced by the winning supplier.</li> </ol>
<p><b>Delivery Terms</b>  <i>(to be determined by the End-User)</i></p>	<p>The delivery period is within <b>15 calendar days</b> upon confirmation of Purchase Order (PO) at the Maritime Industry Authority Central Office. <b>MARINA Building, 20<sup>th</sup> St., corner Bonifacio Drive, 1018 Port Area (South), Manila.</b></p>
<p><b>Payment Terms</b>  <i>(Government terms 15-30 CD)</i></p>	<p>Within Fifteen-Thirty (15-30) calendar days upon receipt of billing invoice/SOA and issuance of Inspection and Acceptance Report by MARINA</p>

<p style="text-align: center;"><b>Documentary Requirements (per RA9184)</b></p>	<ol style="list-style-type: none"> <li>1. Phil GEPS Registration</li> <li>2. Mayor's Permit/ Business Permit</li> <li>3. The bidder must submit an Omnibus Sworn Statement <ol style="list-style-type: none"> <li>3.1 To attach duly notarized Special Power of Attorney (if representing the owner of a sole proprietorship), or</li> <li>3.2 To attach duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable if representing a Partnership, Corporation, Cooperative, or Joint venture.</li> </ol> </li> </ol>
<p><b>Note: Prospective suppliers must comply with all of the above requirements to become eligible with the said procurement project.</b></p>	

Prepared by:

**GALILEO M. GARCIA, CPA**  
Chief, ASD/ STCWO

Approved by:

**SAMUEL L. BATALLA**  
Executive Director, STCW Office