



**BIDS AND AWARDS COMMITTEE**

**REQUEST FOR QUOTATION**

The Securities and Exchange Commission (SEC), through its Bids and Awards Committee (BAC), requests the submission of quotations for the following requirements in accordance with the revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (RA 9184).

<b>Lot No.</b>	<b>Description</b>	<b>Quantity</b>	<b>Approved Budget for the Contract, inclusive of taxes</b>
1	Supply and Delivery of Multimedia Equipment and Accessories  A. Video Conferencing PTZ CAMERA B. Short Throw Projector C. Portable Address System D. Lavalier Microphones E. Multi-camera Switcher and Accessories  <i>See Annex B for Technical Specifications</i>	Two (2) sets One (1) set One (1) set Two (2) sets One (1) set	Php 130,000.00 Php 120,000.00 Php 94,000.00 Php 56,000.00 Php 30,000.00

<b>Mode of Procurement</b>	Negotiated Procurement – Small Value Procurement  (Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184)
<b>Reference Number</b>	AMP No. 2024-005
<b>Procurement Schedules</b>	Advertisement 18 January 2024 Deadline to Submit Quotation 23 January 2024 10:00 A.M.
<b>Submission of Quotation</b>	Manual Procurement Division, 7 <sup>th</sup> Floor, The SEC Headquarters, 7907 Makati Ave., Salcedo Village, Brgy., Bel-Air, Makati City.  Quotation (one copy only) shall be placed in an envelope with markings containing the following information:  <i>Name of the Bidder</i> <i>Address of the Bidder</i>

	<p><i>Contact Information</i>  <i>The Project (see Description Above) and Reference Number</i>  <i>Deadline to Submit Quotation</i></p> <p>Electronic Electronic submission shall be made through email at <a href="mailto:iatorresjr@sec.gov.ph">iatorresjr@sec.gov.ph</a></p>
<b>Delivery Period</b>	Within thirty (15) calendar days upon receipt of approved Purchase Order/Notice to Proceed or from the date stated therein.
<b>Delivery Place</b>	The SEC Headquarters, 7907 Makati Ave., Salcedo Village, Brgy., Bel-Air, Makati City.

Interested suppliers are required to submit the following documents on or before the deadline:

1. **Price Quotation** (use Annex A); and
2. Technical Specifications and Other Requirements (Annex B).

In the event that the national or local government declares suspension of work by reason of fortuitous event or an event beyond the control of the SEC, the deadline to submit quotation is automatically moved to the next working day, same time and place of submission.

Quotations exceeding the Approved Budget for the Contract shall be disqualified.

The bidder with the single or lowest calculated and responsive quotation, or the awardee, shall be required as condition for the issuance of Notice of Award the submission of the following, unless the requirements were already submitted as part of the quotation or were previously submitted as part of another bid:

1. Valid Mayor's/Business Permit;
2. PhilGEPS Registration Number;
3. Omnibus Sworn Statement with attached duly Notarized Secretary's Certificate/Special Power of Attorney [*for projects with ABC above Php 50,000.00*]; and
4. Latest Income Tax Return [*for projects with ABC above Php 500,000.00*].

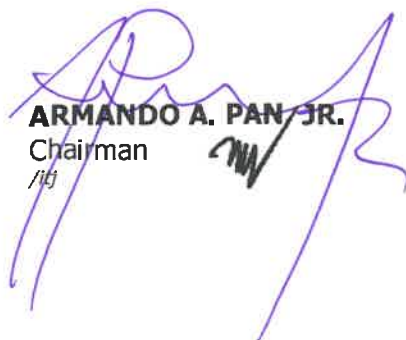
*Notes:*

- a. *Certificate of Platinum Membership may be submitted in lieu of the document numbers 1 and 2.*
- b. *Editable file copies of the Omnibus Sworn Statement and the Secretary's Certificate/Special Power of Attorney may be downloaded from the link:  
<https://www.sec.gov.ph/procurement/prescribed-templates/>.*

The following are the terms and conditions of this RFQ:

1. Sub-contracting is not allowed.
2. Bidders who have been determined to have unsatisfactory performance in any government contract may be disqualified from award.
3. Prices quoted shall be valid for a period of thirty (30) calendar days from the date of the opening of bids.

4. Price quotations shall be in Philippine peso and shall include all applicable taxes and/or levies.
5. Award of contract shall be made to the Single/Lowest Calculated and Responsive Quotation (for goods and infrastructure) or the Highest Rated and Responsive Quotation (for consulting services).
6. In case two or more bidders are determined to have submitted the Lowest Calculated and Responsive Quotations or Highest Rated and Responsive Quotations, the rules on Tie-Breaking as provided under the existing rules shall be observed to arrive at the S/LCRQ or HRRQ.
7. 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.
8. The goods or services item/s shall be delivered according to the accepted technical proposal specified in the Notice of Award.
9. Brand of the offer, if required, should be indicated as part of the bid. Non-indication of the brand may be considered as ground for disqualification. Sample, if required, shall also be submitted as part of the quotation. Non-submission of sample may be considered as ground for disqualification.
10. SEC shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
11. Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with the existing accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be to the contractor's account.
12. 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 for day of delay. The SEC shall rescind the contract once the commutative 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.
13. The SEC reserves the right to reject any and all quotations, declare a failure of bidding, or not award the contract without thereby incurring any liability to the affected bidder or bidders.

  
**ARMANDO A. PAN JR.**  
Chairman  
/14

**PRICE QUOTATION FORM**  
Reference No. AMP No. 2024-005

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

**The Chairman**  
**BIDS AND AWARDS COMMITTEE**

Procurement Division, 7th Floor  
The SEC Headquarters, 7907 Makati Ave.,  
Salcedo Village, Brgy., Bel-Air, Makati City.

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price proposal for the lot identified below:

Lot No.	QTY	Technical Specifications/ Terms of Reference / Description	Unit Price	Total Price (inclusive of all taxes)
1		Supply and Delivery of Multimedia Equipment and Accessories  <i>See Annex B for Technical Specifications, which forms part of the quotation.</i>		
	2 sets	A. Video Conferencing PTZ CAMERA	Php _____	Php _____
	1 set	B. Short Throw Projector	Php _____	Php _____
	1 set	C. Portable Address System	Php _____	Php _____
	2 sets	D. Lavalier Microphones	Php _____	Php _____
	1 set	E. Multi-camera Switcher and Accessories	Php _____	Php _____
<b>TOTAL</b>				Php _____

**AMOUNT IN WORDS:**

\_\_\_\_\_

\_\_\_\_\_

Quotation per item should not exceed the ABC per item. Quotation per item in excess of the ABC per item shall cause the disqualification of the entire quotation.

Brands and/or Models of the items being Offered:

- A. Video Conferencing PTZ CAMERA - \_\_\_\_\_
- B. Short Throw Projector - \_\_\_\_\_
- C. Portable Address System - \_\_\_\_\_
- D. Lavalier Microphones - \_\_\_\_\_
- E. Multi-camera Switcher and Accessories - \_\_\_\_\_

(If the Offer has no brand and/or Model, attach in the Quotation proof of offer, in the form of brochure, unamended sales literature, or any equivalent document.)

The above-quoted price is inclusive of all costs and applicable taxes. **In case of discrepancy between the amount in figures and the amount in words, the latter shall prevail.**

Very truly yours,

**Authorized Representative**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

Contact Number: \_\_\_\_\_

e-Mail Address: \_\_\_\_\_

### Technical Specifications

#### A. Video Conferencing PTZ Camera

Item No.	Description
1.	<p><b>Camera:</b>            Smooth motorized pan, tilt and zoom            ±90° pan            ± 35° / 45° tilt            up to 20x HD zoom            Field of View:                Diagonal: 90°                Horizontal: 82.1°                Vertical: 52.2            Full HD 1080p 30fps            H.264 UVC 1.5 with Scalable Video Coding (SVC)            Autofocus            3 camera presets plus home position button            Video mute/unmute LED indicator            Standard tripod thread</p>
2.	<p><b>Remote Control:</b>            IR 8.5 m range            CR2032 battery (included)</p>
3.	<p><b>Cables / Power:</b>            AC Power adapter with regional plugs            Power cable: 3 m</p>
4.	<p><b>Mount:</b>            Dual-purpose bracket works for both wall mounting and ceiling mounting</p>
5.	<p><b>Compatibility:</b>            Windows 7,8.1 or 10            macOS 10.10 or later            Plug-and-play USB connectivity</p>
6.	<p><b>Certifications:</b>            Certified for Skype for Business and ready for Teams            Fuze® Certified            Compatible with Google Meet®            Cisco Jabber and WebEx compatible            Compatible with BlueJeans®, BroadSoft®, GoToMeeting®, Vidyo®, and other video conferencing, recording, and broadcasting applications that support USB cameras</p>
7.	<p><b>Inclusions:</b>            Remote control            10-foot USB cable with power adapter connection            Power adapter with regional plugs            Mount            Documentation            Warranty card</p>

**B. Short Throw Projector (Minimum Technical Specification)**

Item No.	Description
1.	<b>Projection Technology:</b> RGB liquid crystal shutter projection system (3LCD)
2.	<b>LCD</b> 0.67" (D10) WUXGA
3.	<b>Projection Lens:</b> Focus (Manual) 1.60 F-Number 4.2mm Focal Length 1.0 - 1.35 (Digital Zoom) 0.27 - 0.37 (Wide - Tele) Throw Ratio
4.	<b>Lamp:</b> 267W UHE Life (Normal / Eco): 5,000 hours / 10,000 hours
5.	<b>Screen Size:</b> 70" - 100" [40.5 - 59.3 cm] 90" screen 53cm
6.	<b>Brightness:</b> White Light Output (Normal / Eco): 3,800lm / 2,900lm Colour Light Output: 3,800lm
7.	<b>Contrast Ratio:</b> 16,000:1
8.	<b>Internal Speaker:</b> 16W Mono
9.	<b>Keystone Correction:</b> Vertical / Horizontal (Zoom : Tele): $\pm 3^\circ$ / $\pm 3^\circ$ with Quick Corner
10.	<b>Connectivity:</b> 3 (HDMI1 in common with MHL) 2 (for USB Memory, USB Document Camera, Firmware Update, Copy OSD Settings) 1 (for USB Display, Mouse, K/B, Control, Firmware Update, Interactive, Copy OSD Settings)
11.	<b>Wireless Specifications:</b> WPA/WPA2-Personal (with optional ELPAP10)

**C. Portable Address Systems (Minimum Technical Specification)**

Item No.	Description
1.	<b>System Power, Voltage:</b> 230V, 600W
2.	<b>Controls:</b> <ul style="list-style-type: none"><li>- Separate Volume</li><li>- Treble</li><li>- Bass</li><li>- Reverb on Each Channel</li><li>- Mic/Line Pad (1-4)</li><li>- Phantom Power Switch</li><li>- Reverb Select</li></ul>

	<ul style="list-style-type: none"> <li>- Time and Tone</li> <li>- Hi-Z Instrument/Line Switch</li> <li>- Bluetooth Pair</li> <li>- Master Volume</li> <li>- Master Tone</li> </ul>
3.	<p><b>Channels:</b> Ten (10)</p> <ul style="list-style-type: none"> <li>4 – XLR ¼" Combo</li> <li>2 – ¼" Line/Hi-Z Instrument</li> <li>2 – Stereo ¼"</li> <li>2 – Stereo 1/8"</li> <li>1 – Stereo Bluetooth</li> </ul>
4.	<p><b>Inputs:</b> Thirteen (13)</p> <ul style="list-style-type: none"> <li>4 – XLR ¼" Combo (mic/line)</li> <li>2 – ¼" Line</li> <li>2 – Hi-Z Instrument</li> <li>2 – Stereo ¼"</li> <li>2 – Stereo 1/8"</li> <li>1 – Stereo Bluetooth</li> </ul>
5.	<p><b>Line Out:</b> Three (3)</p> <ul style="list-style-type: none"> <li>1 – 1/8" Phones/Line Stereo</li> <li>1 – ¼" Mono Output</li> <li>1 – ¼" Subwoofer Output</li> </ul>
6.	<p><b>Speaker Jack:</b> Two (2) – Left and Right Stereo</p>
7.	Reverb Effect
8.	Pole Mount
9.	Cabinet Material: Molded Plastic
10.	Black Front Panel
11.	Integrated Top-Mount Handle
12.	<p>Speaker: Two (2) – 10 in Tweeter: Two (2) – 1.2 in Accessories: Two (2) – Speaker Cables One (1) – Detachable Power Cable</p>
13	<p><b>Speaker Stand:</b> Two (2) sets Steel Material Adjustable 46 in to 74 in with Bag</p>
14	<p><b>Microphone Set:</b> Three (3) sets of Wireless Microphones Dynamic Type Cardioid Polar Pattern 50 – 15,000 Hz Frequency Response Tripod Stand with Boom and Clip Hybrid Sheet Metal and Composite Leg Housing</p>



15	<b>Jack Cable:</b> Two (2) – 3.5mm (1/8”) to 3.5mm (1/8”) Nickel Plated Oxygen-Free Copper (OFC) 3.5mm (1/8”) to TRS to same 10 ft
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**D. Lavalier Microphones (Minimum Technical Specification)**

Item No.	Description
1.	<b>Wireless Transmission System</b> - Digital 2.4 GHz
2.	<b>Max Operating Range</b> - Up to 100 m (Line of Sight)
3.	<b>Frequency range</b> - 35Hz - 22kHz
4.	<b>Maximum output level</b> - 1v Rms (2.8v P-p)
5.	<b>Max input signal level</b> - 1v Rms (2.8v P-p)
6.	<b>Latency</b> - 4ms (Maximum)
7.	<b>System Dynamic Range</b> - 112 dB
	<b>Receiver</b>
8.	<b>Mounting Options</b> - Belt Clip, Shoe-Mount (with Included Hardware)
9.	<b>Antenna</b> - Internal
10.	<b>Power source</b> - AA Battery / Bus Power (USB)
11.	<b>Output connection</b> - 3.5mm Jack Socket - Dual Mono
12.	<b>Output impedance</b> - 300Ω
	<b>Transmitter</b>
13.	<b>Power source</b> - 2 X AA Battery Or Micro USB
14.	<b>Antenna</b> - Internal
15.	<b>Input connection</b> - 3.5mm Jack Socket
16.	<b>Input impedance</b> - 10kΩ
17.	<b>Muting</b> - Programmable Mute Switch
18.	<b>Audio Input Level</b> - 1 V RMS (Max)
	<b>Microphone</b>
19.	<b>Form Factor</b> - Lavalier
20.	<b>Acoustic Principle</b> - Permanently Polarized Condenser
21.	<b>Polar Pattern</b> – Omni-directional
22.	<b>Output Impedance</b> – 3k Ω Typical
23.	<b>Frequency Range</b> - 20Hz – 20kHz
24.	<b>Maximum SPL</b> - 110 dB SPL (@ 1kHz, 1% THD into 1Ω load)
25.	<b>Sensitivity</b> - -33.5db re 1 Volt/Pascal (21.00mV @ 94 dB SPL) +/- 2dB @ 1kHz
26.	<b>Signal to noise Ratio</b> - 67 dB
27.	<b>Equivalent Noise (A-weighted)</b> - 27 dB Typical
28.	<b>Dynamic Range</b> - 83 dB Typical

**E. Multi-camera Switcher and accessories (Minimum Technical Specification)**

Item No.	Description
1.	Four (4) total video inputs 4 x HDMI type A, 10-bit HD switchable. 2 channel embedded audio.
2.	Two (2) total outputs
3.	One (1) total aux outputs
4.	Two (2) 3.5mm stereo mini jack audio inputs
5.	Frame Rate and Format Converters: On all 4 HDMI inputs.
6.	<b>Ethernet:</b> Ethernet supports 10/100/1000 BaseT for live streaming, software control, software updates and direct or network panel connection.
7.	<b>Computer Interface</b> 1 x USB Type-C 3.1 Gen 1 for external drive recording, webcam out, software control, software updates and panel connection.
8.	<b>HD Video Input Standards</b> 720p50, 720p59.94, 720p60 1080p23.98, 1080p24, 1080p25, 1080p29.97, 1080p30, 1080p50, 1080p59.94, 1080p60, 1080i50, 1080i59.94, 1080i60
9.	<b>HD Video Output Standards</b> 1080p23.98, 1080p24, 1080p25, 1080p29.97, 1080p30, 1080p50, 1080p59.94, 1080p60
10.	<b>Video Streaming Standards</b> 1080p23.98, 1080p24, 1080p25, 1080p29.97, 1080p30, 1080p50, 1080p59.94, 1080p60
11.	Capable of Recording and Streaming
12.	<b>Multi View Monitoring</b> 1 x 10 Views including left right configurable Program/Preview, 4 HDMI inputs, Media Player, Streaming Status, Recording Status and Audio Meters.
13.	<b>Compatibility</b> Mac 10.14 Mojave, Mac 10.15 Catalina or later. Windows 10, 64-bit or later.
14.	<b>Inclusions:</b> External 12V DC power supply with international socket adapters Bag Software Control Panel 12 Months Limited Manufacturer's Warranty. Five (5) 10-meter Category 3 (4K) HDMI Cables