

**Bids and Awards Committee**

**REQUEST FOR QUOTATION (RFQ) No. 2022-SVP-07 (Reposting)**

The Securities and Exchange Commission (SEC), through its Bids and Awards Committee (BAC), will undertake an **Alternative Method of Procurement** for the item stated below, in accordance with **Section 53.9 Small Value Procurement** of the Revised Implementing Rules and Regulations of Republic Act. No. 9184.

The SEC hereinafter referred to as "the Purchaser", now requests submission of a price quotation for the subject below:

| <b>APP 2022</b>  | <b>PR No.</b> | <b>Qty.</b> | <b>Description</b>  | <b>Approved Budget for the Contract (ABC) inclusive of VAT</b> |
|------------------|---------------|-------------|---|--|
| Item No. II.G.20 | 202201005     | 1           | Supply and Delivery of DSLR Camera Set<br><br><i>(Please see Attachment II for the Technical Specifications)</i>              | Php 100,000.00   |
| Item No. II.G.21 | 202201006     | 1           | Supply and Delivery of Accessories for DSLR Camera<br><br><i>(Please see Attachment III for the Technical Specifications)</i> | Php 117,000.00   |

Interested suppliers are required to submit the following documents:

1. Mayor's/Business Permit
2. PhilGEPS Registration Number
3. Omnibus Sworn Statement (See Attachment 3)

Unnotarized Omnibus Sworn statement is acceptable subject to compliance therewith after the award of contract in accordance with GPPB Resolution No. 09-2020

SEC Condition of Sales:

1. Delivery Schedule: Fifteen (15) Calendar days from receipt of approved NTP/PO
2. Validity: Sixty (60) calendar days from submission of bid
3. Delivery Site: 3/F Secretariat Bldg., PICC Complex, Pasay City

Award of contract shall be made to the bidder with the lowest quotation for the subject goods which complies with the minimum technical specifications and other terms and conditions stated herein.

Any alterations, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative.

Submission of duly signed Price Quotation Form (Attachment 1) and eligibility documents is not later than **5:00 P.M. of March 17, 2022 (Thursday)** at the Procurement Division, 3rd Floor, Secretariat Building, PICC Complex, Pasay City. Open submission may be done manually or through Facsimile No. 8818-5330 or via email at bacsecretariat@sec.gov.ph

The penalty for late deliveries is one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay. The maximum deduction shall be ten percent (10%) of the contract price. Once the cumulative amount of liquidated damage reaches ten

percent (10%) of the contract price, the procuring entity shall rescind the contract without prejudice to other courses of action and remedies open to it.

The SEC reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

  
**ARMANDO A. PAN JR.**  
Chairman, BAC

**PRICE QUOTATION FORM**  
**RFQ No. 2022-SVP-07**

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

The Bids and Awards Committee  
 c/o Procurement Division  
 3<sup>rd</sup> Floor, Secretariat Building,  
 PICC Complex, Pasay 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 items identified below:

| Item No | Article and Description  | Qty / Unit   | Unit Price (Php) | Total Price, VAT Inclusive (Php) |
|---------|--|--------------|------------------|----------------------------------|
| 1       | Supply and Delivery of DSLR Camera Set   | 1 unit       | Php_____         | Php _____                        |
| 2       | Supply and Delivery of Accessories of DSLR Camera<br><i>(1unit Tripod, 1 unit Professional earphones, 1 unit Wireless lavalier microphone system, 1 unit Shotgun microphone, 1 unit Gimbal for DSLR camera and 1 unit Gimbal for smartphone)</i> | 1 lot        | Php_____         | Php _____                        |
|         |  | <b>TOTAL</b> |                  | <b>Php _____</b>                 |

**AMOUNT IN WORDS:** \_\_\_\_\_ (VAT inclusive)

The above-quoted price is inclusive of all costs and applicable taxes

**AUTHORIZED REPRESENTATIVE:**

Signature : \_\_\_\_\_  
 Printed Name : \_\_\_\_\_  
 Date : \_\_\_\_\_  
 Company Name : \_\_\_\_\_  
 Contact no. : \_\_\_\_\_

**Attachment II**

**1. One (1) unit Brand New DSLR Camera**

| Item No. | Minimum Technical Specifications                  |   |
|----------|---|---|
| 1        | AF Modes  | OVF: One-Shot AF, AI Servo AF, AI Focus AF   Live View: One-Shot AF, Servo AF, AI Focus AF  |
| 2        | AF point selection                                | Automatic Selection, Manual Selection   |
| 3        | AF System Points                                  | OVF: 45 AF Points  Live View: 5,481 selectable focus positions  |
| 4        | Built-in Flash                                    | Yes   |
| 5        | Closest Focusing Distance (cm)                    | 39  |
| 6        | Continuous Shooting Speed (shots per sec) (Up to) | OVF: 10fps (One-Shot AF & AI Servo AF)   Live View: 11fps (One-Shot AF), 7fps (Servo AF)  |
| 7        | Effective ISO                                     | 100 - 25,600 (H:51,200)   |
| 8        | Effective Pixels (megapixels)                     | 32.5  |
| 9        | Exposure Compensation                             | OVF: $\pm 5^*$ stops in 1/3- or 1/2-stop increments   Live View: $\pm 3$ stops in 1/3- or 1/2-stop increments   AEB: $\pm 3$ stops in 1/3- or 1/2-stop increments   |
| 10       | Eye detection AF                                  | One-Shot AF & Servo AF  |
| 11       | Flash Modes                                       | E-TTL II Auto flash, FE Lock, Manual pop-up, Retractable, Built-in  |
| 12       | Image Resolution                                  | 6960 x 4640 (L) 4800 x 3200 (M) 3472 x 2320 (S1) 2400 x 1600 (S2) 6960 x 4640 (RAW/C-RAW)   |
| 13       | Image Stabilizer                                  | Lens-shift type & In-body 5-axis electronic image stabilization   |
| 14       | Manual Focus                                      | Yes   |
| 15       | Memory Card Type                                  | SD, SDHC*, SDXC*, *UHS-I & UHS-II cards compatible  |
| 16       | Metering Mode                                     | Evaluative, Partial, Spot, Centre-weighted average  |
| 17       | Movie Format                                      | MP4   |
| 18       | Optical Zoom                                      | 7.5x  |
| 19       | Shutter Speed Range (Sec.)                        | OVF: 30 - 1/8000, Bulb   Live View: 30 - 1/16000, (1/16000-1/10000, electronic shutter), Bulb   |
| 20       | Still Image Format                                | JPEG, RAW, RAW + JPEG, C-RAW, C-RAW+JPEG  |
| 21       | White Balance                                     | Auto (Ambience priority), Auto (White priority), Preset (Daylight, Shade, Cloudy, Tungsten light, White fluorescent light, Flash), Custom White balance correction, Color temperature White balance bracketing provided * Flash color temperature information transmission possible |
| 22       | Inclusions  | Top Brand Pro Memory Card (SD CARD, at least 64 GB) Power Cord<br>Rechargeable Battery AC Adapter<br>Shoulder Strap<br>Eyepiece cup<br>USB Cable (if applicable)<br>Lens Cap<br>Standard Zoom Lens<br>Camera Bag  |

## 2. Supply and Delivery of Accessories for DSLR Camera

### 2.1 One (1) unit Brand New Tripod

| Item No. | Minimum Technical Specifications |                                 |
|----------|----------------------------------|---------------------------------|
| 1        | Material                         | Aluminum                        |
| 2        | Head Type                        | Video/Fluid Head                |
|          | Top Attachment                   | 1/4" screw, 3/8" screw          |
| 3        | Front Tilt                       | -90°/+65°                       |
| 4        | Maximum Height                   | At least 150 cm                 |
| 5        | Leg Lock Type                    | Flip Lock                       |
| 6        | Leg Angles                       | 25°,51°                         |
| 7        | Legs Tube Diameter               | 12, 15.5, 19, 22.5 mm           |
| 8        | Pan Bar Included                 | Yes                             |
| 9        | Pan Drag                         | fluid cartridge with fixed drag |
| 10       | Tilt Drag                        | fluid cartridge with fixed drag |
| 11       | Panoramic Rotation               | 360 °                           |
| 12       | Inclusion                        | Carrying Bag                    |

### 2.2 One (1) unit Brand New Professional Headphones:

| Item No. | Minimum Technical Specifications   |  |
|----------|------------------------------------|--|
| 1        | THD, total harmonic distortion     | <0.3%  |
| 2        | Ear coupling                       | Supra aural  |
| 3        | Frequency response (Headphones)    | 16 - 22000 Hz  |
| 4        | Connection Technology              | Wired  |
| 5        | Jack plug                          | 3.5 mm stereo  |
| 6        | Transducer principle               | dynamic, closed  |
| 7        | Nominal impedance                  | 70 Ω   |
| 8        | Max. Sound pressure level (active) | 120 dB   |
| 9        | Cable length                       | Up to 1.5 m  |
| 10       | Inclusion                          | 1 additional pair of soft ear pads<br>1 headphones pouch<br>1 3.5 to 6.3 mm jack adapter |

### 2.3 One (1) unit Brand New Wireless Lavalier Microphone System:

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

2.4 One (1) unit Brand new Shotgun Microphone:

| Item No. | Minimum Technical Specifications |                                      |
|----------|----------------------------------|--------------------------------------|
| 1        | Polar Pattern                    | Super cardioid                       |
| 2        | Frequency Response               | 50Hz-16kHz                           |
| 3        | Sensitivity                      | -25dB±3dB(0dB=1V/Pa at 1kHz)         |
| 4        | Gain Adjustment                  | +10dB/0dB/-10dB                      |
| 5        | Low Cut                          | 200Hz 12dB/Oct                       |
| 6        | Output Impedance                 | 2.2KΩ±30%                            |
| 7        | Power Supply                     | 1.5V AA battery                      |
| 8        | Collecting tube                  | Φ11mm X L120mm                       |
| 9        | Output Connector                 | 3.5 mm Jack plug                     |
| 10       | Inclusion                        | C2-1 Splitter<br>Cable<br>Windscreen |

2.5 One (1) unit Brand New Gimbal for DSLR Camera:

| Item No. | Minimum Technical Specifications       |   |
|----------|--|---|
| 1        | Accessory Connections                  | 1/4"-20 mounting hole Cold shoe mount<br>Video transmission/follow focus motor port (USB-C)<br>RSS camera control port (USB-C)<br>Follow focus motor port (USB-C) |
| 2        | Battery                                | Type: LiPo 4S<br>Max. Battery Life: 12 h  |
| 3        | Connections                            | Bluetooth; USB-C  |
| 4        | Mobile Assistant Software Requirements | iOS 11 or above;<br>Android 7.0 or above  |
| 5        | Tested Payload                         | 4.5 kg (10.0 lbs)   |
| 6        | Maximum Controlled Rotation Speed      | Pan:<br>360°/s<br>Tilt:<br>360°/s<br>Roll:<br>360°/s  |
| 7        | Mechanical Endpoint Range              | Pan axis control: 360° continuous rotation<br>Roll axis control: -95° to +240°<br>Tilt axis control: -112° to +214°   |
| 8        | Operating Frequency                    | 2.4000 GHz - 2.4835 GHz   |
| 9        | Inclusion                              | Carrying Bag  |

2.6 One (1) unit Brand New Gimbal for Smartphone:

| Item No. | Minimum Technical Specifications |  |
|----------|----------------------------------|--|
| 1        | Dimensions                       | Unfolded: 276×119.6×103.6 mm<br>Folded: 163×99.5×46.5 mm                       |
| 2        | Compatible Phone                 | Weight: 230 ± 60 g<br>Thickness: 6.9-10 mm<br>Width: +10dB/0dB/-10dB           |
| 3        | Battery                          | 18650 Li-ion<br>2450 mAh   |
| 4        | Mechanical Range                 | Pan: -161.2° to 171.95°<br>Roll: - 136.7° to 198°<br>Tilt: - 106.54° to 235.5° |
| 5        | Connectivity                     | Bluetooth Low Energy 5.0   |

I hereby certify that the statement of compliance to the foregoing technical specifications are true and correct otherwise, if found to be false either during bid evaluation, post-qualification or the execution of the contract, the same shall give rise to the imposition of administrative sanctions and the forfeiture of bid security or the performance security posted consistent with section 69.1 and 69.2 of the revised Implementing Rules and Regulations of the Republic Act No. 9184.

Company Name : \_\_\_\_\_  
 Company : \_\_\_\_\_  
 Address : \_\_\_\_\_  
  
 Signature : \_\_\_\_\_  
 Printed Name : \_\_\_\_\_  
 Position : \_\_\_\_\_



**Omnibus Sworn Statement (Revised)**

REPUBLIC OF THE PHILIPPINES        )  
CITY/MUNICIPALITY OF \_\_\_\_\_    ) S.S.

**AFFIDAVIT**

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

*If a sole proprietorship:* I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

*If a partnership, corporation, cooperative, or joint venture:* I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

*If a sole proprietorship:* As the owner and sole proprietor, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached duly notarized *Special Power of Attorney*,

*If a partnership, corporation, cooperative, or joint venture:* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable;)]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Unified Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

*If a sole proprietorship:* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*If a partnership or cooperative:* None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*If a corporation or joint venture:* None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and

8. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:

a) Carefully examine all of the Bidding Documents;

b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;

c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and

d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.

9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

**10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Bidder's Representative/Authorized Signatory

**SUBSCRIBED AND SWORN** to before me this \_\_\_ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ and his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_ day of *[month]* *[year]*.

**NAME OF NOTARY PUBLIC**

Serial No. of Commission \_\_\_\_\_

Notary Public for \_\_\_\_\_ until \_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_

PTR No. \_\_\_\_\_ *[date issued]*, *[place issued]*

IBP No. \_\_\_\_\_ *[date issued]*, *[place issued]*

Doc. No. \_\_\_\_\_

Page No. \_\_\_\_\_

Book No. \_\_\_\_\_

Series of \_\_\_\_\_

**AUTHORITY OF SIGNATORY  
(For Corporation)**

I, (Name of Corporate Secretary), of legal age, Filipino, with business address at \_\_\_\_\_, after being duly sworn to in accordance with law do hereby depose and state:

That I am the duly elected Corporate Secretary of (Name of Corporation), a corporation duly organized and existing under and by virtue of applicable Philippine laws: That at the special meeting of the Board of Directors of the said corporation, duly called and held at the principal office on (Date of Meeting) at which a quorum was presented and voting throughout the following resolution was unanimously approved to wit:

“RESOLVED, any of the following whose specimen signature/initials and copy of acceptable government issued identification cards with signatures as attachment, is/are authorized to sign in behalf of the Corporation, to submit documents and represent solely for the purpose of complying with the (Name of Project).

| NAME | ID WITH SIGNATURE PRESENTED | SPECIMEN SIGNATURE | SPECIMEN INITIALS |
|------|-----------------------------|--------------------|-------------------|
|      |                             |                    |                   |
|      |                             |                    |                   |
|      |                             |                    |                   |

IN WITNESS WHEREOF, I have hereunto affix my signature this \_\_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_.

PRINTED NAME/SIGNATURE  
CORPORATE SECRETARY

SUBSCRIBED AND SWORN TO before me in the City of \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_ by (Name of Corporate Secretary) who has satisfactorily proven to me his/her identity through his/her (Identification Card presented), that he/she is the same person who personally signed before me the foregoing Affiant and acknowledged that he/she executed the same.

NOTARY PUBLIC

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Book No. \_\_\_\_\_  
Series of. \_\_\_\_\_

**AUTHORITY OF SIGNATORY**  
**(For Sole Proprietor/Partnership)**

I, (Name Owner/Managing Partner), of legal age, [civil status], Filipino, and residing at [address of affiant], after having been duly sworn in accordance with law do hereby depose and state that:

1. I am the Sole Proprietor/Managing Partner of [Name of Bidder], with office address at [Address of Bidder];
2. As the Sole Proprietor/Managing Partner of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for [Name of the Project] of the [Name of the Procuring Entity];
3. As the Sole Proprietor/Managing Partner of [Name of Bidder], I authorized [Name of Representative] whose specimen signature/initials and copy of acceptable government issued identification cards with signatures as clearly shown attachment, is authorized to sign in behalf of the [Name of Bidder], to submit documents and represent solely for the purpose of complying with the bidding of [Name of Project]

| NAME | ID WITH SIGNATURE PRESENTED | SPECIMEN SIGNATURE | SPECIMEN INITIALS |
|------|-----------------------------|--------------------|-------------------|
|      |                             |                    |                   |
|      |                             |                    |                   |
|      |                             |                    |                   |

IN WITNESS WHEREOF, I have hereunto affix my signature this \_\_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_.

PRINTED NAME/SIGNATURE

SUBSCRIBED AND SWORN TO before me in the City of \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_ by (Name of Corporate Secretary) who has satisfactorily proven to me his/her identity through his/her (Identification Card presented), that he/she is the same person who personally signed before me the foregoing Affiant and acknowledged that he/she executed the same.

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