



0-C-2022-444



Republic of the Philippines  
**VISAYAS STATE UNIVERSITY**  
OFFICE OF THE HEAD FOR PROCUREMENT

# R E Q U E S T F O R Q U O T A T I O N

PF No: **STF-2022-07-00902 ( Page 1 of 2 )**

Name of Supplier:

Address of Supplier:

Contact No. & E-mail Address:

Canvass No: **C-2022-444**

Date: **07-22-2022**

**Mode of Procurement : NP - Small Value Procurement**

Delivery Period: **within 15 calendar days from receipt of P.O**

Deadline for Submission of RFQ: **7 Calendar days**

Item No	Articles (Complete description and specification)	Brand and Model**	ABC	Qty.	Unit	Unit Price	Total Price	<b>FOB (VSU Main, Visca, Baybay City, Leyte)</b>	Authorized By:
1	Multimedia Production and Arch-Roofing Setup for VSU Graduation 2022*		290,000.00	1	lot				<b>JESSAMINE C. ECLEO</b> Head, Procurement
	xxxxxxxxxxxxxxxxxxxxx Nothing follows xxxxxxxxxxxxxxxxxxxxx								Canvassed By:
									<b>LESTER G. LAYOLA</b> Canvasser
									Signature of Authorized Canvasser I hereby certify that I am in a position to furnish the articles at the prices shown and in quantities called for
									(Printed Name & Signature of Supplier)

\*Please see attached specification

\*\*If item does not have a brand/model specify "brandless" or "ordinary" or the place of origin of the item or a picture of the item, whichever is convenient to you.

End-User: **MMDC**  
Purpose: **For VSU Graduation 2022**

- |                                   |                                    |                                 |
|-----------------------------------|------------------------------------|---------------------------------|
| <input type="checkbox"/> Baybay   | <input type="checkbox"/> Ormoc     | <input type="checkbox"/> Manila |
| <input type="checkbox"/> Tacloban | <input type="checkbox"/> Samar     | <input type="checkbox"/> Cebu   |
| <input type="checkbox"/> Leyte    | <input type="checkbox"/> So. Leyte | <input type="checkbox"/> Davao  |

<b>Instructions:</b> 1. Please quote your <b>best offer</b> for the items listed above in your <b>least government price</b> inclusive of taxes, delivery, and other applicable charges. 2. Accomplish this RFQ correctly and accurately. Please put initials for erasures. 3. Submit along with this RFQ the attached needed documentary requirements. Bidders who already submitted an updated file of the needed documentary requirements in VSU need not to re-submit. 4. Quotations that are above the set ABC or with no indicated brand and model shall be rejected. 5. Submit this RFQ within the set deadline for submission indicated above. Late bids will not be accepted.	<b>Documentary Requirements:</b> 1. Business Permit 2. PhilGEPS Registration No. 3. Income / Business Tax Return
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**PROCUREMENT OFFICE**

## **SPECIFICATION**

<b>Item #</b>	<b>Item Name</b>	<b>Remarks (from End User)</b>
1	Multimedia Production and Arch-Roofing Setup for VSU Graduation 2022	
<b>Full Specification</b>  Specification:  <ol style="list-style-type: none"><li>1. Provide complete multimedia LED projection screens for large audience production.</li><li>2. Provide arch-roofing for the stage that will also cover the extension podiums for the live production.</li><li>3. Provide cameras and other multimedia equipment for the event coverage and livestreaming.</li><li>4. Provide digitally-controlled lights and sound system for large audience production.</li><li>5. Provide complete studio lighting (key, fill, block) for Graduation 2022 set at RDE Hall or other identified location.</li><li>6. Should be able to provide alternative or backup power in case of power interruptions.</li><li>7. Lighting trusses for indoor use.</li><li>8. Colored LED lights for accent- must have at least green and yellow for use during the duration of the shoot for 2022 Graduation (2-3 weeks).</li><li>9. Should stay within Baybay City only in accordance with local IATF guidelines and health protocols for the whole duration of the production.</li></ol>		<b>Sample Image</b>  <i>No Image Attached</i>