



Republic of the Philippines  
Republic Act 7611  
**PALAWAN COUNCIL FOR SUSTAINABLE DEVELOPMENT STAFF  
BIDS AND AWARDS COMMITTEE**  
PCSD Bldg., Sports Complex Road, Brgy. Sta. Monica, Puerto Princesa City, Palawan

## REQUEST FOR QUOTATION

A. The Palawan Council for Sustainable Development Staff (PCSDS) invites all eligible and PhilGEPS-registered suppliers to quote the best offer for this procurement item subject to the specifications and/or terms and conditions and within the Approved Budget for the Contract, to wit:

Purchase Request No. **24-08-0073**

Project Title: **Other Supplies and Materials Expenses  
(Various Items for EEED Activities)**

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

Approved Budget for the Contract: **Php 194,065.00**

Delivery Period: **Within 30 Calendar days from receipt of Notice to Proceed (NTP)**

Location: **PCSD Building, Sports Complex Road, Sta. Monica, Puerto Princesa City, Palawan.**

Specifications: **attached Annex "A" (if applicable)**

B. Interested supplier are required to submit the following Eligibility Documents during submission of offer/quotation:

**B.1. Mayor's Permit/Business Permit (Certified True Copy);**

**B.2. PhilGEPS Registration Number (Certified True Copy);**

**B.3. Omnibus Sworn Statement (Duly Notarized)**

**B.4. Secretary's Certificate/Special Power of Attorney (if applicable) (Original or Certified True Copy)**

C. The pro-forma quotation maybe submitted through registered or electronic mail to the PCSDS BAC Secretariat at above address or email to [bacpcsd@gmail.com](mailto:bacpcsd@gmail.com) on or before **September 24, 2024; 12:00 pm** subject to the following Terms and Conditions:

- All entries shall be typed or written in a clear legible manner. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.
- All prices offered upon issuance of the quotation shall be valid, binding and effective throughout the effectivity of the contract for all delivery requests and/or billings.
- Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to (BIR 2306) 5% R-VAT and (BIR 2307) 1% (PO) or 2% (JO) deductions.
- Award of contract shall be made to the lowest quotation, which complies with the minimum specification as stated above and other terms and conditions stated in the Price Quotation Form.
- Partial Bids are not allowed. Bids not addressing or providing all of the required items in the RFP/RFQs including, where applicable, bill of quantities, shall be considered non-responsive and, thus, automatically disqualified. Where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying a "0" (zero) or dash (-) for the said item would mean that it is being offered for free to the Government.
- In the event two or more bidders submitted the same amount of quotations, the tie shall be resolved using "draw lots" or similar methods of chance.

D. For inquiry, you may contact us at (048) 434-4235.

Very truly yours,

  
Atty. **MICHELLE ANDREA AUGUST F. SABUYA**  
BAC Secretariat



**PRICE QUOTATION FORM**

Project Title:	<b>Other Supplies and Materials Expenses (Various Items for EEED Activities)</b>	Date:	
		PQF No.:	<b>24-08-0073</b>

Sir/Madam:  
 After having read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Item No.	Description and Specification	Unit	Quantity	Unit Price	Total Price
<b>EEED (Regular) _ Php 173,725.00</b>					
1	HD Video Capture Card HDMI Input to HDMI Output	piece	2		
2	HDMI Cable, high-speed, 4k video and Audio Return Channel (ARC) (3 meters)	piece	2		
3	PVC Cards (pre-cut ID size), white	piece	250		
4	Wireless Mouse, USB Connection	piece	5		
5	Power bank 20,000mAh	piece	5		
6	Capture Card	piece	2		
7	SD Card Reader	piece	2		
8	HDMI Cable Connector (10M) - (4096 x 2160 @ 30Hz; 3D, Deep Color, 4K, Bend Radius 90°	piece	1		
9	Stereo Plug Connector Adapter Audio Converter	piece	1		
10	Saramonic Blink 500 B2 2-Person Digital Camera-Mount Wireless Omni Lavalier Microphone System (2.4 GHz)	piece	2		
11	Rechargeable Batteries (microphone/camera)	piece	3		
12	Rechargeable Battery Charger	piece	2		
13	USB adaptor -7 in 1 type C Docking Station	piece	1		
14	Type C HDMI Cable-1.5m	piece	1		
15	Drone Battery (11.55 V, Max 13.2 V; LiPo 3S; 27.43 Wh Compatibility Mavic Air; 2375 mAh)	piece	1		
16	Ram 4 or 8 GB DDR3, 2266 Frequency	piece	1		
17	SSD - SATA or NVME 500 GB	piece	1		
18	Camera Backpack	piece	1		
19	Extension Wire (!0-12m)	piece	1		
20	KH26PC Video Head & Tripod Kit (72.6") - Compatible telephoto lens for canon camera (heavy duty)	piece	1		
21	Dual Shoulder leather Camera Strap/Harness	piece	2		
22	AA Batteries Rechargeable and Charger	piece	2		
23	AAA Batteries Rechargeable	piece	5		
24	EN-EL18d Rechargeable Battery	piece	1		
25	Wireless Microphone	piece	2		
26	Soundcard	piece	1		
27	Developer drum unit (Ineo-printer) - cyan	piece	1		
28	Developer drum unit (Ineo-printer) - magenta	piece	1		
29	Developer drum unit (Ineo-printer) - black	piece	1		
				<i>sub-total</i>	
<b>EEED (WMF) _ Php 20,340.00</b>					
30	<b>Enhancement of Cappableities of Relevant Agencies (Strengthening Stakeholder for the Implementation of SEP Law)</b>  Prizes for Games:  Portable Bluetooth Speaker   IP55 Water and Dust Resistant   2000mAh Long-Life Battery   Bluetooth 5.0   Dual Audio Connection (for individual prizes)	piece	5		

31	True Wireless Earphone Bluetooth 5.1 Earbuds Low Latency Gaming TWS headset with Mic HD Music headphone Earpieces Microphone audio Sports   250 mAh Charging bin	piece	4			
32	<b>6th Youth Sustainability Leadership Camp:</b> <b>Tokens for Resource Speaker:</b> <b>External Hard Drive (1TB)</b> Place of Delivery: PCSD Bldg., Sports Complex Road, Bgy. Sta. Monica, Puerto Princesa City, Palawan Delivery Term: Within 30 Calendar days from receipt of Notice to Proceed (NTP)	piece	4			
					<b>sub-total</b>	
<i>nothing follows</i>						
<b>Additional specifications: (1) Items/Services to be delivered in compliance with the Green Technical Specifications prescribed by the Government Procurement Policy Board (GPPB) shall be preferred (as applicable). Please see list of Green Specifications at <a href="https://www.gppb.gov.ph/green-public-procurement/">https://www.gppb.gov.ph/green-public-procurement/</a></b>						
<i>-nothing follows-</i>						
					<b>TOTAL AMOUNT</b>	
<b>AMOUNT IN WORDS:</b>						
<i>Notice: Please complete Required Details Above (green boxes)</i>						
<p><i>We undertake, if our quotation is accepted, to supply/deliver the goods/services in accordance with the technical specifications and delivery instructions.</i></p> <p><i>We agree to abide by this Quotation for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.</i></p> <p><i>Until a Purchase Order or a Contract is prepared and executed, this Quotation shall be binding upon us. We understand that you are not bound to accept the lowest or any Quotation you may receive.</i></p>						
<i>(Please provide complete information below)</i>						
Signature over Printed Name : _____						
Designation/Position : _____						
Name of Company : _____						
Business Address : _____						
Contact Number: _____						
E-mail Address: _____						
Company TIN: _____						