



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FOREIGN AFFAIRS

Tel. No.: 834-3897, 834-4892, Fax 834-3295

Date: 07 December 2023

REQUEST FOR QUOTATION OF PRICES

Sir/Madam:

The Office of United Nations and International Organizations (UNIO), will undertake Procurement of the Rental of the LED Panel for the Symposium and Networking Luncheon at the University of the Philippines (UP) Diliman on 12 December 2023 in relation to the celebration of the 75th Anniversary of the Universal Declaration of Human Rights (UDHR).

Name of Project: **Rental of LED Panel for the Symposium and Networking Luncheon at UP**

Date and Time of Project: **12 December 2023**

Approved Budget for the Contract: **Php 250,000.00**

Please submit your lowest price quotation for the following item/s individually described below, subject to the following conditions:

1. Quotations must be accompanied by a detailed quoted proposal for the rental of the LED Panel to be used for the Symposium and Networking Luncheon at the UP, inclusive of transporting, set up and technical assistance during the event. Quotations submitted to this office will be considered the final offer.
2. The Department hereby reserves the right to reject any/all offers; and accept any/all offers it may consider most economical and advantageous to the Government.
3. Payment will only be effected by strict compliance with the usual prescribed accounting and auditing requirements.
4. Deadline of submission of quotation is on or before 12 December 2023, 9:00 am subject to the compliance with the Terms of Conditions provided on this Request for Quotation (RFQ).
5. Interested service providers shall also submit a copy of their PHILGEPS Registration and 2023 Mayor's or Business Permit along with the quotation on or before the above specifying deadline of submission of quotation.

ITEM	Quantity	TOTAL
Rental of LED Panel		
-3.9 mm pixel pitch LED Wall (12 ftx8ft)	10	
-LED Processor	1	
-PDS 902 Switcher	1	
-Laptop for playback	1	
-Signal and power cables	1	
-12 ft Horizontal Truss	1	
-Motor Hoist	2	
(Inclusion of Video Operator, At Least Three (3) Operator/Riggers technical crews to set up, assist and operate system, hauling of equipment and service vehicle)		
TOTAL		Php 250,000.00

Director Janice Sanchez-Rivera
Canvasser

Office of the United Nations and International Organizations

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