



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

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**REQUEST FOR QUOTATION**

**No. 24-072**

The **Department of Budget and Management (DBM)** through its **Administrative Service**, intends to procure **"Supply, Delivery and Testing of Livestream Video Support Equipment and Accessories"** for FY 2024 in accordance with **Section 53.9** (Negotiated Procurement – Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your **best offer** for the item/s described herein, **subject to the attached Annexes A, B (Terms and Conditions) and C (Terms of Reference)** provided as part of this Request for Quotation (RFQ). Submit your quotation duly signed by your authorized representative **not later than** November 12, 2024, **2:00 PM** at the Administrative Service – Procurement Management Division, Ground Floor, DBM Bldg. III, General Solano St., San Miguel, Manila. Quotations may also be submitted through the email address indicated below.

A copy of your **2024 Business/Mayor's Permit** and **PhilGEPS Registration Number** is also required to be submitted along with your signed quotation/proposal. A **valid and updated** PhilGEPS Registration Certificate (Platinum Membership) (**all pages**) may be submitted in lieu of the Mayor's/Business Permit.

The Supplier/Service Provider with the Single/Lowest Calculated Quotation shall submit its **Omnibus Sworn Statement (GPPB-prescribed forms)**, within a non-extendible period of five (5) calendar days from receipt of the notice from the Administrative Service that it submitted the Single/Lowest Calculated Quotation<sup>1</sup>.

For any clarification, you may contact us at telephone no. **(02) 8657-3300 local 3115** or email address at [eestipona@dbm.gov.ph](mailto:eestipona@dbm.gov.ph)

for

  
**AARON ALBERTO A. ESCALONA**  
Chief Administrative Officer

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<sup>1</sup> Failure to submit the required documents on time, or a finding against the veracity thereof, shall disqualify the supplier/service provider for award. In case the notice for the submission of post-qualification documents is sent via the bidder's email, it shall be considered as received by the bidder on the date and time the email was sent, whether or not the bidder acknowledged the said email. It shall be the bidder's responsibility to check its/his/her email for the purpose.

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

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

Address: \_\_\_\_\_

Name of Store/Shop: \_\_\_\_\_

Address: \_\_\_\_\_

TIN: \_\_\_\_\_

PhilGEPS Registration Number: \_\_\_\_\_

**INSTRUCTIONS:**

- (1) Accomplish this Request for Quotation (RFQ) correctly and accurately.
- (2) The use of this RFQ is highly encouraged to minimize errors or omissions of the mandatory provisions.
  - If a different form is used other than the RFQ, the quotation shall contain all the mandatory provisions, including manifestation of the agreement with the Terms and Conditions below.
  - In case a prospective supplier or service provider submits a filled-out RFQ with a supporting document (i.e., price quotation in a different format), both documents shall be considered unless there is any discrepancy. In this case, provisions in the RFQ shall prevail.
- (3) All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

**Sir/Madam:**

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

**TECHNICAL SPECIFICATIONS**

1. Please quote your **best offer** for the item/s below. Please do not leave any blank items. Indicate "0" if the item being offered is for free.
2. Bidders must state "**Comply**" or any equivalent term in the column "**Bidder's Statement of Compliance**" against each of the individual parameters of each Specification.

Item	Description	Total Quantity	Bidder's Statement of Compliance	Unit Cost (Vat Inclusive)	Total Cost (Vat Inclusive)
<b>Supply, Delivery and Testing of Livestream Video Support Equipment and Accessories</b> (See attached Annex "C" for the technical specifications)					
1	Robotic PTZ Camera for Live Streaming	1 unit			
2	Handy Camera	1 unit			
3	Streaming Switcher	1 unit			

4	5ghz Dual Channel Wireless Transmitter	<b>1 set</b>			
5	Video Capture Card	<b>2 units</b>			
6	HDMI to HDMI Mini	<b>2 units</b>			

*\*The above-quoted prices are inclusive of all costs and applicable taxes*

<b><u>SCHEDULE OF REQUIREMENTS</u></b>			
<b>Item</b>	<b>Description</b>	<b>Delivery Schedule</b>	<b>Bidder's Statement of Compliance</b>
1	<b>Supply and Delivery of all Livestream Video Support Equipment and Accessories</b>	Within thirty (30) calendar days upon receipt of the Notice to Proceed	
2	<b>Testing of all Livestream Video Support Equipment and Accessories</b>	Within three (3) working days upon receipt of all units	
3	<b>Submission of a warranty certificate</b> which shall cover:  <b>One (1)-year</b> warranty for all accessories and equipment from the date of acceptance. (Streaming Switcher, 5ghz Dual Channel Wireless Transmitter, Video Capture Card, HDMI to HDMI mini)  <b>Three (3)-year</b> warranty for the main units from the date of acceptance. (Robotic PTZ Camera for Live Streaming, Handy Camera)	Within three (3) working days from the acceptance of all units	

<b><u>FINANCIAL OFFER</u></b>	
<b>Approved Budget for the Contract</b>	<b>Total Offered Quotation</b>
<b>Two Hundred Fifty Five Thousand Six Hundred Twenty Eight Pesos Only</b>  <b>(Php 255,628.00)</b>	In words: _____ _____ _____ _____  In figures: _____ _____ _____ _____ _____

<b><u>PAYMENT DETAILS</u></b>	
<b><u>Payment Terms:</u></b>	Payment shall be made promptly, but in no case later than sixty (60) days, through Land Bank's LDDAP-ADA/Bank Transfer facility after submission of billing statement/invoice and upon fulfillment of other obligations as stipulated in the contract as well as upon inspection and acceptance of the goods by the end user, subject to other payment terms as prescribed in this RFQ.
Banking Institution	
Account Number	
Account Name	
Branch	



**CONFORME:**



\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Office Telephone No.

\_\_\_\_\_  
Fax/Mobile No.

\_\_\_\_\_  
Email address/es

**TERMS AND CONDITIONS**

1. Bidders shall provide the correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of sixty (60) *calendar days* from the date of submission of quotation.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties, and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of the contract shall be made to the lowest calculated and responsive quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. 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.
7. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
8. The DBM shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
9. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the DBM shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
10. **Pursuant to the Bureau of Internal Revenue Regulation No. 017-2024 dated September 17, 2024, the Supplier shall present their valid and updated Tax Clearance Certificate to the Advocacy, Communications and Training Service (ACTS), as the End-user Unit, prior to the final payment of the contract. FAILURE to present a valid and updated Tax Clearance shall entitle the DBM to suspend the final payment due to the Supplier.**
11. **Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with existing government accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.**
12. Payment shall be made promptly, but in no case later than sixty (60) days, through Land Bank's LDDAP-ADA/Bank Transfer facility after submission of billing statement/invoice and upon fulfillment of other obligations as stipulated in the contract as well as upon inspection and acceptance of the goods by the end user, subject to other payment terms as prescribed in this RFQ.

13. 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 per day of delay. The DBM **may** rescind the contract once the cumulative 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.
14. In compliance with Section 4.3 of Appendix 33 of the 2016 Revised IRR of RA No. 9184 and consistent with Administrative Order No. 34, s. of 2020, the DBM shall publish in its official website and social media platform the following post-award information:
- a) Project name;
  - b) Approved budget for the contract;
  - c) Contract period;
  - d) Name of the winning bidder and its official business address;
  - e) Amount of contract awarded;
  - f) Date of Award and Acceptance;
  - g) Implementing office/unit/division/bureau of the concerned agency or instrumentality.

**CONFORME:**



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Signature over Printed Name

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Position/Designation

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Office Telephone No.

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Fax/Mobile No.

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Email address/es

## Supply and Delivery of Livestream Video Support Equipment and Accessories

### Terms of Reference

#### BACKGROUND

The Department of Budget and Management (DBM) is mandated to promote the sound, efficient, and effective management and utilization of government services. To achieve this, it is vital for the Department to provide timely and comprehensive information on budget-related matters, especially to the public.

In line with this, real-time updates of the department's key programs and functions are needed through real-time/live streaming, as well as full coverage and documentation of budget-related events, hence the demand for the purchase of various quality Video and Live Streaming Equipment and Accessories.

#### A. TECHNICAL SPECIFICATIONS

Item	Description	Parameters	Quantity	Unit
<b>1</b>	Robotic PTZ Camera for Live Streaming	Robotic pan, tilt, zoom Camera for livestreaming <ul style="list-style-type: none"> <li>• HD CMOS Sensor</li> <li>• Up to 20x Optical Zoom</li> <li>• HDMI, 3G-SDI output, PoE Power Tripod, wall and ceiling mounting</li> <li>• With tele and wide angle</li> <li>• Up to f=5.5-110mm focal length</li> <li>• Aperture value of f=1.6-3.5</li> <li>• Auto focus, auto aperture, auto electronic shutter</li> </ul>	1	unit
<b>2</b>	Handy Camera	<ul style="list-style-type: none"> <li>• Handy Camera SENSOR TYPE 1/2.5 type (0.28 in [7.20 mm]) back-illuminated Exmor R CMOS Sensor</li> <li>• EFFECTIVE PIXELS (VIDEO) approx. 8.29 Megapixels (16:9) <sup>2</sup></li> </ul>	1	unit

		<ul style="list-style-type: none"> <li>• OPTICAL ZOOM 20x</li> <li>• CLEAR IMAGE ZOOM 4K: 30x, HD: 40x<sup>3</sup></li> <li>• SCREEN TYPE 7.5 cm (3.0 type) Clear Photo LCD display (460,800 dots) Wide (16:9)</li> </ul>		
<b>3</b>	Streaming Switcher	<p>Streaming Switcher</p> <ul style="list-style-type: none"> <li>• Total Video Inputs: 4</li> <li>• Total Outputs: 2 Total</li> <li>• Aux Outputs: 1 Total</li> <li>• Audio Inputs: 2 x 3.5mm stereo mini jack</li> <li>• Total Audio Outputs: None, embedded audio only.</li> <li>• HDMI Video Inputs: 4 x HDMI type A, 10-bit HD switchable. 2 channel embedded audio.</li> <li>• Video Input Re-Sync: On all 4 HDMI inputs.</li> <li>• Frame Rate and Format Converters: On all 4 HDMI inputs.</li> <li>• HDMI Program Outputs: 1</li> <li>• Ethernet: Ethernet supports 10/100/1000 BaseT for live streaming, software control, software updates and direct or network panel connection.</li> <li>• Computer Interface: 1 x USB Type-C 3.1 Gen 1 for external drive recording, webcam out, software control, software updates and panel connection.</li> <li>• HD Video Input Standards 720p50, 720p59.94, 720p60 1080p23.98, 1080p24, 1080p25, 1080p29.97, 1080p30,</li> </ul>	1	unit



		<p>1080p50, 1080p59.94, 1080p60 1080i50, 1080i59.94, 1080i60</p> <ul style="list-style-type: none"> <li>• HD Video Output Standards 1080p23.98, 1080p24, 1080p25, 1080p29.97, 1080p30, 1080p50, 1080p59.94, 1080p60</li> <li>• Video Streaming Standards 1080p23.98, 1080p24, 1080p25, 1080p29.97, 1080p30, 1080p50, 1080p59.94, 1080p60</li> <li>• Ultra HD Video Standards None</li> <li>• Video Sampling 4:2:2 YUV</li> <li>• Color Precision 10-bit</li> <li>• Color Space Rec 709</li> <li>• HDMI Input Resolutions from Computers 1280 x 720p 50Hz, 59.94Hz and 60Hz 1920 x 1080p 23.98, 24, 25, 29.97, 30, 50, 59.94 and 60Hz 1920 x 1080i 50, 59.94Hz and 60Hz</li> <li>• Colorspace Conversion: Hardware based real time.</li> </ul>		
<b>4</b>	5ghz Dual Channel Wireless Transmitter	<p>5ghz Dual Channel Wireless Transmitter</p> <ul style="list-style-type: none"> <li>• Antenna I/O Transmitter: 4 x</li> <li>• RP-SMA Receiver: 4 x</li> <li>• RP-SMA Video I/O Transmitter: 1 x</li> <li>• HDMI Input Transmitter: 1 x BNC (3G-SDI)</li> <li>• Input Receiver: 1 x</li> <li>• HDMI Output Receiver: 1 x BNC Output Embedded Audio HDMI/SDI Audio I/O</li> </ul>	1	set

		<ul style="list-style-type: none"> <li>• None Power Transmitter/Receiver: 1 x Barrel Input</li> <li>• Wireless Range 1200' / 365.8 m (Line-of-Sight) # of Channels 20 Frequency Range 2412 to 2472 MHz 5180 to 5580 MHz 5660 to 5825 MHz Latency ≤ 60 ms RF Power 17 dBm</li> <li>• Wi-Fi - Yes</li> <li>• Video Format HDMI 1080p: 60/59.94/50/30/29.97/25 /24/23.98 720p: 60/59.94/50 480p: 60/59.94 SDI 1080p: 60/59.94/50/30/29.97/25 /24/23.98</li> <li>• Audio Format 16-Bit 41.1 kHz PCM Audio 24-Bit 48 kHz PCM Audio Timecode Support No Battery Type</li> <li>• Transmitter/Receiver: 1 x L-Series Power Consumption Transmitter: 4.5 W (Typical) Receiver: 5.5 W (Typical) Mounting 1/4"-20 Female</li> </ul>		
<b>5</b>	Video Capture Card	<ul style="list-style-type: none"> <li>• 2 Channel SDI/HDMI-Compatible</li> <li>• HD Video Capture Card USB3.0 1920*1080p for Live Stream</li> </ul>	2	unit
<b>6</b>	HDMI to HDMI Mini	<p>At least 5 meters long</p> <ul style="list-style-type: none"> <li>• Up to 4K/60 Resolution</li> <li>• 18 Gb/s Throughput</li> <li>• HDMI 2.0 Specification</li> <li>• eARC Support</li> <li>• 3D Capable</li> </ul>	2	unit

**B. SCHEDULE OF REQUIREMENTS**

Item	Description	Delivery Schedule
1	<b>Supply and Delivery of all Livestream Video Support Equipment and Accessories</b>	Within thirty (30) calendar days upon receipt of the Notice to Proceed
2	<b>Testing of all Livestream Video Support Equipment and Accessories</b>	Within three (3) working days upon receipt of all units
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**C. BUDGET**

The total proposed budget for this Supply and Delivery of Livestream Video Support Equipment and Accessories is **Php 255,628.00**

<b>Terms of Payment</b>	Full payment upon the complete delivery; and Payment shall be subject to any applicable tax obligation/deduction.
<b>Funding Source</b>	The proposed budget shall be charged against available DBM funds under the FY 2023 continuing General Appropriations Act.