



DATE: 08/20/2024

PURCHASE REQUEST NO.: PAD (OA) FUND 2024-08-73

CANVASS NO. 83

**REQUEST FOR QUOTATION**

Gentlemen:

Please quote your lowest price, taxes included, and subject to the terms and conditions that you may encounter purposely for article (s) and/or service(s) enumerated below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the return envelope attached here with.

Very truly yours:

**MILAGROS C. URBANO**  
 BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
	1	lot	<p><b>Lights, Sounds, Stage, Exhibit and Venue Decorations</b>            *Provision of 2 units 6 x 9 ft and 1 unit 18 x 12 ft LED Walls 1 day (November 26, 2024), exclusive of ingress (November 25, 2024; 7:00am and egress November 27, 2024; 8am)            *Provision of at least 7 units of transceiver with headsets/lapel for communications            Sound System 4 units Line Array Speaker            *Provision of stage riser 5m x 7m x .6m  <b>Sound System (November 26-27, 2024)</b>            8 units Powered Surround/Delay Speaker            2 units Dual Sub Powered Speaker            6 units Selfpowered Stage Monitor            8 units Speaker Stand            1 unit Digital Mixer            4 units Wired Microphone            4 units Wireless Microphone            2 units Podium Mic            1 lot Microphone Stand            1 unit PCD Player  <b>Light Sytem (November 26-27, 2024)</b>            16 units LED Lights            24 units LED Parlights 8 units Mac Aura            12 units Moving Head Lights 6 units Lights Stands w/ T-bar            2 units Spotlight with Stand            4 units Vertical Trusses 10ft Electrical Power Requirement: 200 amperes; 3 phase panel, 400 volts Electrical Load per Hall: 6 floor outlets, total 20 amp 9 wall outlets total 20 amp  <b>Stage Decorations and Summit Exhibit</b>            *Stage and venue decoration 5m x 7m x 0.6m (related to organic agriculture and indigenous cultures in the Philippines)            *Photobooth 2.3 x 2.3 x 2.6m            *Entrance arch with red carpet 5 x 4m</p>		

**PURPOSE:**

For the conduct of the 1st International Participatory Guarantee System Summit on November 25-29, 2024 in Quezon City, National Capital Region.

Pls. submit the following eligibility documents:

- Mayor's/Business Permit
- Income Tax Return
- Notarized Omnibus Sworn Statement
- PhilGEPS Registration Number/Red Membership
- Certificate of Sole Distributorship

Note: Pls. provide also the following: contact information such as email address and mobile/landline numbers; Tax Identification Number and Bank Details

I hereby certify that I am in the position to furnish the above article(s), service(s) at the prices and in quantities as called for except as I have indicated. The articles are available in our stock for immediate delivery to the Agricultural Training Institute, Elliptical Road, Diliman, Quezon City

MODEL: \_\_\_\_\_

DELIVERY PERIOD: \_\_\_\_\_

WARRANTY PERIOD: \_\_\_\_\_

PRICE VALIDITY: \_\_\_\_\_

CANVASSED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

\_\_\_\_\_  
 Signature Over printed name of proprietor/Manager  
 or Authorized Representative