



Republic of the Philippines
**METROPOLITAN WATERWORKS AND SEWERAGE
SYSTEM**



REQUEST FOR QUOTATION (RFQ)

**SUPPLY AND DELIVER OF AUDIO-VISUAL EQUIPMENT COMPOSED OF
MIRROLESS CAMERA WITH LENS, BOOM MICROPHONE, HEAVY-DUTY TRIPOD
AND GIMBAL STABILIZER
CONTRACT NO. MWSS-2020-AVE**

1. The **Metropolitan Waterworks and Sewerage System-Corporate Office (MWSS-CO)** through its Bids and Awards Committee (BAC) will undertake the Procurement for the Supply and Delivery of One (1) Mirrorless Camera, One (1) Boom Microphone, One (1) Heavy-Duty Tripod and One (1) Gimbal Stabilizer.
2. The MWSS-CO hereinafter referred to as the “the Procuring Entity” now request you to submit price quotation for the procurement of the abovementioned items, as specified in the **Terms of Reference (TOR)** provided under **Annex “A”** as attached.
3. All items listed in the specifications as stated in the **TOR** must be complied on a pass/fail basis. Failure to meet any of the requirements may result to the rejection of the bid.
4. The **Approved Budget for the Contract (ABC)** is **ONE HUNDRED FORTY-FIVE THOUSAND PESOS ONLY (PHP 145,000.00)** in Philippine Currency inclusive of Twelve Percent (12%) VAT. Quotations submitted higher than the ABC shall be automatically rejected.
5. The award shall be given to the lowest/single calculated responsive quotation as evaluated and determined by the BAC.
6. Quotations must be delivered at the address below not later than **28 July 2021** (Until 4:00PM) (Philippine Standard Time).

Online submissions will not be accepted. Kindly deliver your documents in a sealed envelope to the address below. You may utilize courier services for convenience.

The Chairperson


MWSS-CO Bids and Awards Committee
Metropolitan Waterworks and Sewerage System
4th Floor, Administration Building, MWSS Complex,
Katipunan Road, Balara, Quezon City
Telefax Number: (632) 928-2252
Tel. No. 920-5521 loc. 106 /107

7. Prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of 12% VAT and all taxes and duties to be paid and other incidental cost to the delivery site/s if the contract is awarded.
8. The items shall be subjected to inspection by the Final Inspection and Acceptance Committee. Items must conform with the minimum specifications stipulated in the attached TOR. Full payment shall be made after all items delivered have passed the validation of the aforementioned committee.
9. The MWSS-CO reserves the right to accept or reject any quotation, and to annul the bidding/shopping process or reject all quotations at any time prior to contract award, without

thereby incurring any liability to the affected bidder/bidders. The MWSS-CO reserves the right to waive minor deviations/defects or infirmities therein. A minor deviation/defect or infirmity is one that does not materially affect the overall performance and functionality of the equipment and the capability of the supplier to perform the contract.

10. The proponent shall submit the following:

- a) Quotation Form
- b) Mayor's/Business Permit
- c) Proof of PhilGEPS Registration¹
- d) Income/Business Tax Return
- e) Notarized Omnibus Sworn Statement



JOSE D. DORADO, JR.
Chairperson, MWSS-CO
Bids and Awards Committee

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¹ In case of submission of Certificate of Platinum PhilGEPS membership, submission of Mayor's/Business Permit will be dispensed with