



Republic of the Philippines
NATIONAL PRIVACY COMMISSION

REQUEST FOR QUOTATION
PROCUREMENT OF CONFERENCE SYSTEM

18 December 2020

NOTICE TO ALL PROVIDERS/SUPPLIERS:

The National Privacy Commission intends to procure a **conference system**.

As such, providers or suppliers of known qualifications are hereby invited to submit their quotations/price proposals signed by your authorized representative not later than **4:00 P.M., 22 December 2020**.

The service providers/suppliers must also submit the following requirements:

1. Mayor's Permit issued by the city or municipality where the principal place of business of the prospective bidder is located;
2. PhilGEPS Registration Number;
3. Notarized Omnibus Sworn Statement; and
4. Manifestation of compliance to the attached technical specification signed by your authorized representative.

Please submit your quotation together with the required documents via e-mail to bacsecretariat@privacy.gov.ph or via mail or courier in a sealed envelope to:

5th Floor, Ang Kiukok Hall,
PICC Delegation Building, PICC Complex,
Roxas Boulevard Manila 1307

Attention to: ATTY. KRISHNA AIRA TANA-CAGUIA
BAC Secretariat Head

Digitally signed by Tana-
Caguia Krishna Aira
Angeles
Date: 2020.12.18
23:10:15 +08'00'

ATTY. KRISHNA AIRA TANA-CAGUIA
BAC Secretariat Head
National Privacy Commission
(02) 8234-2228 loc. 127



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TECHNICAL SPECIFICATION

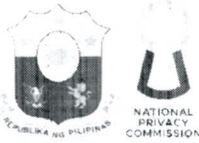
| Item | Unit | QTY | Description/Specifications | Approved Budget of the Contract (Php 200,000.00) | | Compliance (Manifest your compliance by writing "COMPLY" in every item) |
|--------------|------|-----|---|---|-------|--|
| | | | | Unit Price | Total | |
| | lot | 1 | <p><i>NOTE: Please refer to the attached Terms of Reference for:</i></p> <ol style="list-style-type: none"> 1. Technical Requirement 2. Terms/Service Benefits Requirements | | | |
| TOTAL | | | | | | |

Instruction to bidders.

- I. All prices shall be VAT inclusive.
- II. All quotations shall be written with the company's letterhead.
- III. Compliance must be stated by writing "Comply" to each requirement mentioned above.
- IV. Present the original Mayor's Permit upon the scheduled signing of Notice of Award for inspection.
- V. Acknowledgement of the Notice of Award shall be within two (2) days from its issuance.
- VI. Payment shall be through send bill arrangement upon issuance of the Certification of Completion and Acceptance.
- VII. Delivery shall be made to NPC Office at 5F Delegation Building, PICC Complex, Pasay City.
- VIII. Delivery shall be made within fifteen (15) working days from receipt of the Purchase Order.

CONFORME: _____
 (Name of Supplier/Provider/Date)

BY: _____
 (Name/Position/Signature of Representative/Date)



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TERMS OF REFERENCE

CONFERENCE SYSTEM (1 LOT)

I. BACKGROUND

The National Privacy Commission intends to procure one (1) lot Conference System. Based on several coordination with the suppliers, purchasing of the said system is more advantageous because it can link various people in the organization through audio conferencing sessions. This eliminates the need for travel, making them both cost-effective and time-saving.

II. TECHNICAL REQUIREMENT

One (1) lot of Conference System composed of the following:

Professional Conference Desktop Wireless Microphone with 12 units

- This wireless gooseneck microphone system includes conference microphones and racks mountable receiver unit.
- Adopts UHF frequency band to avoid interference; channels and dual antenna design ensure clear and stable signal transmission.
- Each conference microphone has its own volume control knob on the receiver unit for adjusting the volume of the microphone separately to get desired vocal volume.
- The receiver has a 6.35mm audio mixing output to connect to speaker, and balance XLR outputs for long distance connection to reduce the noise.
- The microphones and receiver both have LCD display showing the working information, which is helpful for you to use and adjust the microphone system.

Conference Phone

- Gesture-based, multitouch-capable capacitive touch screen
- 5-inch color LCD (720 x 1280 pixel), 9:16 aspect ratio
- On-screen virtual keyboard
- 1 USB 2.0 Type A-compliant port USB battery charging BC1.2 compliant (requires full Class 4 power input on LAN IN for operation)
- Must have Bluetooth and NFC capabilities
- 3 multicolored capacitive-touch mute indicators
- Unicode UTF-8-character support
- Must support multiple languages



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III. TERMS/SERVICE BENEFITS REQUIREMENTS

- Minimum one (1) year warranty on part and services.
- Send-bill arrangement

IV. APPROVED BUDGET FOR THE CONTRACT

Php200,0000.00 (VAT Inclusive)

Prepared by:


MONALISA G. BAUTISTA
Budget Officer III 

Approved by:


RAYMUND E. LIBORO
Privacy Commissioner 