

March 06, 2025

## REQUEST FOR QUOTATIONS

The Philippine Council for Health Research and Development (PCHRD), through its Bids and Awards Committee (BAC), requests PhilGEPS registered suppliers to submit **SEALED QUOTATIONS for the Procurement of one (1) lot Event Multimedia and Live Streaming Services for the 43<sup>rd</sup> Anniversary Celebration with a total approved budget for the contract (ABC) in the amount of Three Hundred Eighty Five Thousand Pesos (P 385,000.00).**

### ➤ **EVENT MULTIMEDIA AND LIVE STREAMING SERVICES:**

#### **1. Video System:**

- **LED Wall:** 12ft x 9ft, P2 to P3 resolution
- **LED Display Controller**
- **Video Switcher**
- **LED Wall Platform**
- **Teleprompter Setup:** 2x 55" LED TVs with slant stands positioned in front of the stage
- **Integration Requirements:** The supplier must control and integrate the venue's built-in LED walls to their own display controller. This includes:
  - Synchronization of content across all LED walls
  - Uniform brightness and color calibration

#### **2. Complete Live Streaming Solution:**

- **Camera Set:** Includes necessary cameras and accessories
- **Live Streaming Capability:** Can stream to YouTube, Facebook, and other platforms
- **Software Compatibility:** Can connect to a computer and use any streaming software, including Zoom

#### **3. Audio System:**

- **Speakers:** Line array active speakers or similar technology to ensure clear and even sound coverage for a large venue with an estimate of 400 participants and 40 to 50 round tables
- **Digital Mixer**
- **Subwoofer**
- **Floor Monitor Speakers**
- **Microphones:** 10x wireless microphones
- **Microphone Stands:** 10x stands
- **Condenser Microphones**
- **Clear Communication Set**

#### **4. Lighting System:**

- **Event Lights:** Suitable for stage setup
- **Lighting Controller**
- **Haze Machine**
- **Vertical Truss**

## 5. Miscellaneous

- 150KVA GENSET
- Meals for Production Team and Crew
- Transportation and Mobilization for Ingress and Egress

## 6. Additional Requirements:

- **Experience:** Supplier must have experience in providing video, audio, light, and live stream services in at least 20 events with 600 or more participants.
  - **Equipment Rental Duration:** March 17, 2025, at Sheraton Manila Hotel at Newport World Resorts, Pasay, Metro Manila
    - Video, Audio and Lighting system must cover the entire event from 8:30 AM to 10 PM
    - Live Streaming must cover the event from 8:30 AM to 2 PM
  - **Delivery and Installation:** Includes delivery and installation services
  - **Operational Staff:** Includes staff to operate the equipment throughout the event
  - **Cables and Connectors:** Includes all necessary cables and connectors
  - **Backup Equipment:** Must have backup equipment available in case of any failures
  - **Ingress, Setup and Testing:** March 17, 2025, starts at 12 AM
  - **Dry-run:** Participate in the event dry run from 5 AM - 7 AM
  - **Egress:** March 17, 2025 at 10 PM
- **Checklist of Requirements:**
    1. PhilGEPS Certification / Number
    2. Mayor's / Business Permit (2025)
    3. Certification of Registration (BIR 2303)
    4. Duly Notarized Omnibus Sworn Statement
    5. Summary of all ongoing and completed government and private contracts including contracts awarded but not yet started within the last two (2) years prior to the deadline for the submission of quotations. Supported with the following:
      - Contract;
      - Notice of Award; and/or
      - Notice to Proceed or signed contracts for on-going contracts for contracts awarded but not yet started

### **\*\*NOTE:**

1. All bidders are required to submit the above-mentioned requirements along with their quotation/proposal. Place them in a sealed envelope and submit it to the address given below on or before the submission date.
2. BAC will use the non-discretionary pass / fail criteria. BAC will check each required document if it's present or absent, if one document is absent, it's considered a non-responsive bid therefore an outright rejection.

Qualified bidders should submit their quotations to the address below **on or before March 10, 2025 (Monday), 10:00 AM**. Failure to strictly comply with the deadline and general conditions shall automatically disqualify the bidder/s from the bidding process. Winning bidder will be required to submit additional requirements as stipulated in the IRR of RA 9184.

PCHRD reserves the right to reject any or all quotations, to waive formality therein and to accept offers that may be considered most advantageous to the government.

For further information, please refer to:

**Mr. Cirio D. Pangan Jr.**

Secretariat, Bids and Awards Committee

Philippine Council for Health Research and Development

PCHRD Saliksik Building, Sikap Street,

DOST Main Compound, Gen. Santos Ave., Bicutan, Taguig City

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(sgd.)

**MARIA VIOLETA G. INTIA**

Chair, BAC