



Republic of the Philippines
ANTI-MONEY LAUNDERING COUNCIL

AMLC BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Procurement of Virtual Film Showing

BRIEF DESCRIPTION

As one of the recommended activities for the 18-Day Campaign to End Violence Against Women (VAW) the AMLC GFPS facilitated a virtual online film showing to increase awareness among the secretariat on the impact of VAW to women and society.

The Approved Budget for the Contract (ABC) is is Twenty-Eight Thousand Pesos (Php28,000.00)

TECHNICAL SPECIFICATIONS

Please see Pages 3 of the attached Terms of Reference.

INSTRUCTION TO SUPPLIERS

Interested Suppliers are required to submit its Quotation using the Prescribed Form (See Page 4, of the attached Terms of Reference), together with the documentary requirements to the Anti-Money Laundering Council (AMLC) or electronically on or before 12:00 PM of 17 March 2022 at:

BAC Secretariat
Ms. Arlene J. Pineda
Account Officer, BAC Secretariat
ajpineda@amlc.gov.ph

Copy furnished:
Froilan L. Cabarios
Head, BAC Secretariat
fcabarios@amlc.gov.ph

DOCUMENTARY REQUIREMENTS:

The following documentary requirements should be submitted at the time of the submission of the Supplier's Quotation:

- Mayor's/Business Permit (BIR Certificate of Registration for individual supplier)
- PhilGEPS Registration Number/Certificate

NOTE: Suppliers who do not comply with any of the requirements, including the use of the prescribed forms, in these Terms of Reference, shall be automatically disqualified.



Republic of the Philippines
ANTI-MONEY LAUNDERING COUNCIL

TERMS OF REFERENCE
GAD (Virtual) Film Showing
(Purchase Request No. 22-025)

BRIEF DESCRIPTION

As one of the recommended activities for the 18-Day Campaign to End Violence Against Women (VAW) the AMLC GFPS facilitated a virtual online film showing to increase awareness among the secretariat on the impact of VAW to women and society.

The Approved Budget for the Contract (ABC) is Twenty-Eight Thousand Pesos (Php28,000.00) chargeable to Film Showing relevant to GAD, item no. 55 of the AMLC Annual Procurement Plan for FY 2022.

INSTRUCTIONS TO SUPPLIERS

NOTE: Suppliers who do not comply with any of the requirements, including the use of the prescribed forms, in these Terms of Reference, shall be automatically disqualified.

Form of Quotation:

Suppliers¹ are required to submit its Quotation using the Prescribed Form (See Page 4) by the Anti-Money Laundering Council (AMLC).

Documentary Requirements:

The following documentary requirements should be submitted at the time of the submission of the Supplier's Quotation:

- Mayor's/Business Permit (BIR Certificate of Registration for individual supplier)
- PhilGEPS Registration Number/Certificate

The aforementioned quotation may be submitted electronically to:

Ms. Arlene J. Pineda
Account Officer, BAC Secretariat
ajpineda@amlc.gov.ph

Copy furnished:

Atty. Froilan L. Cabarios
Head, BAC Secretariat
fcabarios@amlc.gov.ph

¹ Or Service Providers (for procurement of services).

GENERAL CONDITIONS

Quotation Price:

Supplier's quotation shall be inclusive of all costs, applicable taxes and other incidental expenses, including, but not limited to notarial expenses.

Quotation Validity Period:

Quotations shall be valid for thirty (30) days from receipt by the BAC Secretariat.

Delivery Period/Completion Period/Contract Period:

Delivery period is within ten (10) days upon receipt of Purchase Order (PO).

Liquidated Damages:

- A delay by the Supplier in the full delivery of the goods/services shall render the Supplier liable for liquidated damages, which shall be deducted by the AMLC from each payment or total contract price in case of one-time payment.
- Liquidated damages shall be equal to one-tenth (1/10) of one percent (1%) of the total contract price for every day of delay.

Payment:

- Payment shall be processed by the AMLC Secretariat within seven (7) days upon receipt of billing from the supplier and other documents required by the AMLC Secretariat.
- No payment shall be made for supplies and materials not yet delivered or services not yet rendered.
- The Supplier's request for payment shall be made in writing, accompanied by an invoice describing, as appropriate, the goods delivered and/or services performed, and by documents submitted pursuant, and upon fulfillment of other obligations stipulated in these Terms of Reference.
- The currency in which payment is to be made shall be in Philippine Pesos.

Warranty

- The Supplier warrants that it has, and, at all time during the term of the service, will maintain the requisite personnel, competence, skill and resources necessary to provide the required services under these Terms of Reference. The Supplier also warrants that the services shall be performed in a workmanlike manner and in compliance with all applicable laws and regulations. The Supplier further warrants the availability of service, service parts and maintenance services, including repair services and preventive maintenance, during the term of the service. Additionally, the Supplier warrants that the services rendered is fit for the use for which it was intended.

TECHNICAL SPECIFICATIONS:

Item	Specification	Units	Delivery Schedule
1	Virtual film showing - socially-relevant independent films (education, women empowerment, gender equality and ending all forms of violence) except “Bagahe” by Zig Dulay (have already been shown to AMLC) - password-protected link - with five (5) - day duration/availability for streaming	1	21-25 March 2022

Supplementary Application of the Civil Code and the Procurement Law:

In the absence of express provision in these Terms of Reference, the mandatory provisions of the New Civil Code and the Government Procurement Reform Act shall have supplementary application in the contract between the AMLC and the winning Supplier.

The Purchase Order, together with the Purchase Request, these Terms of Reference, Supplier’s Quotation, and Notice of Award, shall constitute the Agreement between the AMLC and the winning Supplier to which the contract will be awarded.


RENZ MYRON M. MANAHAN
End-User Representative

QUOTATION FORM

Date: _____

RFQ No.: _____

To: **BIDS AND AWARDS COMMITTEE**
Anti-Money Laundering Council
Room 507, 5/F, EDPC Building, BSP Complex
Malate, Manila

Gentlemen:

Having examined the Request for Quotation, including the attached Terms of Reference (TOR), the receipt of which is hereby duly acknowledged, the undersigned, on behalf of the Supplier, offers to the following Quotation:

Item/Brand/Model	Units	Technical Specifications	Quotation Price

We agree to abide by this Quotation for the Quotation Validity Period specified in TOR and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase Order is received by the Supplier, this Quotation, together with your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Quotation or any Quotation you may receive.

The Supplier certifies/confirms that it agrees and complies with the requirements and conditions under the Terms of Reference.

Dated this ____ day of _____ 2022.

[signature over printed name]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____