



Appendix 60

PURCHASE REQUEST

24-0078

Entity Name: Governance Commission for GOCCs

Fund Cluster: 01

Office/Section: <u>Administrative and Finance Office</u>		PR No.: _____	Date: <u>08 October 2024</u>		
		Responsibility Center Code : _____			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Lot	One (1) Lot Supply and Delivery of Wireless Conference Microphone System	1		990,000.00
		Please see attached Terms of Reference			
		Nothing Follows			
		<div style="border: 1px solid purple; padding: 5px; margin: 5px auto; width: 80%;"> <p style="text-align: center; margin: 0;">GOVERNANCE COMMISSION FOR GOCCs</p> <p style="text-align: center; margin: 0;">ALLOTTED</p> <p>R.A. No. <u>1036</u></p> <p>Fund Available (<input checked="" type="checkbox"/>) General (<input type="checkbox"/>) Special (<input type="checkbox"/>) Trust (<input type="checkbox"/>)</p> <p>Function Project <u>100010001 - CO</u></p> <p style="margin-left: 20px;"><u>SOLEDAD 5007 - Communication</u></p> <p style="margin-left: 20px;"><u>Equipment</u></p> </div>			
					990,000.00

Purpose: To be deployed at GCG Extension Office A Board Room for ensuring clear and effective communication in meetings, and other group settings.

Requested by:	Approved by:
Signature : _____ Printed Name : <u>Jeramel F. Pareja</u> Designation : <u>Chief Administrative Officer - Admin.</u>	Signature : _____ Printed Name : <u>Raul T. Abad</u> Designation : <u>Director IV - AFO</u>

GCG Received by: Meilba Naval

PMD Receipt date: 12 Oct. 2024



TERMS OF REFERENCE

ONE (1) LOT SUPPLY AND DELIVERY OF WIRELESS CONFERENCE MICROPHONE SYSTEM

I. BACKGROUND

The Governance Commission for GOCCs (GCG) intends to procure service provider for **Wireless Conference Microphone System** to be deployed at GCG Extension Office-A for ensuring clear and effective communication in meetings, and other group settings.

II. PARTICULARS

1. Wireless Conference Microphone System – One (1) Lot

A. Composition

- a. Digital Wireless Conference System Controller – One (1) Piece
- b. Chairman Unit - One (1) Piece
- c. Delegate Unit - Nineteen (19) Pieces

B. Features:

- a. Power Supply:
 - Chairman – DC 3.7 V 3000 mAh
 - Delegate – DC 3.7 V 2100 mAh
- b. Transmitted Power: 10 mW
- c. Working Time:
 - Chairman – 20 Hours
 - Delegate – 15 Hours
- d. Microphone Core: Condenser, Ultra-Cardioid
- e. Sensitivity: -40 ± dB@ 1 KHz
- f. Frequency Response: 20 HZ – 18 KHZ
- g. With LCD screen display working status and battery volume
- h. With adjustable gooseneck microphone
- i. Chairman unit can turn off all delegate units

III. TERMS

- a. Inclusive of delivery, configuration, testing and commissioning charge .
- b. Replacement of newly delivered defective item to GCG without additional charge.
- c. All items should be delivered within thirty (30) calendar days upon receipt of the Purchase Order.
- d. One (1) Year warranty for faulty parts and/or functions.
- e. GCG shall be given twenty (20) working days upon submission of complete billing documents for payment processing.

Prepared by:


TEODORO ARSENI0 F. PAGGABAO
Supervising Administrative Officer – Administrative Division

Reviewed by:


JERAMEL F. FAREJA
Chief Administrative Officer – Administrative Division

Noted by:


RAUL T. ABAD
Director IV – AFO