

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office IX, Zamboanga City

REQUEST FOR QUOTATION

RFQ NO. _____

DATE: 9/27/2020

COMPANY NAME :
COMPANY ADDRESS :
CONTACT PERSON :
CONTACT NO. :
COMPANY TIN :

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in **Annex A**. Failure to indicate information could be basis for non-compliance. Also, furnish us with the descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect.

Please accomplish and submit this form together with Annex A to **DSWD FO IX BAC OFFICE** on or before 9/28/2020, 05:00 PM.

Very truly yours,


MA. CORAZON G. SUMICAD
CAO

Terms and Conditions:

- Award shall be made on per : Item Basis Lot Basis
- Quotation validity shall not be less than **60** days
- Good/s shall be delivered on : 30 CALENDAR DAYS UPON RECEIPT OF PURCHASE ORDER
- Place of Delivery : DSWD FO IX
- Terms of payment : 30 CALENDAR DAYS AFTER DELIVERY
- Liquidated Damages/Penalty : 1/10 of 1% of undelivered portion x No. of Days Delay
- Indicate brand, model and country of origin.
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- Warranty : _____
- Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit Philgeps website at www.philgeps.gov.ph and register for free.**


Renato G. Fojas

Regional Procurement Officer

(signature over printed name)

Supplier

