

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

REQUEST FOR QUOTATION

RFQ NO. 0505
DATE: _____

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

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

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 _____ on or before _____, 5:00 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 45 days
- Good/s shall be delivered 7wd upon receipt of PO
- Place of Delivery: DSWD FO IX
- Terms of payment: 10wd after complete delivery
- Liquidated Damages/Penalty one-tenth (1/10) of one percent for every day of delay shall imposed
- 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

PHILGEPS NO.: _____

PHILGEPS EXPIRY: _____

