

REQUEST FOR QUOTATION

RFQ NO. 2020-09-067  
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 DSWD  
Field Office IX, Zamboanga City on or before OCT. 1, 2020

Very truly yours,

  
MA. CORAZON G. SUMICAD  
CAO

Terms and Conditions:

1. Award shall be made on per: \_\_\_ Item Basis  Lot Basis
2. Quotation validity shall not be less than 45 days
3. Good/s shall be delivered: **W/IN 30 DAYS FROM THE RECEIPT OF PURCHASE ORDER**
4. Place of Delivery: **DSWD FO IX, ZC**
5. Terms of payment: **30 DAYS AFTER DELIVERY**
6. Liquidated Damages/Penalty: **one-tenth (1/10) of one percent for every day delay shall be imposed.**
7. Indicate brand, model and country of origin.: \_\_\_\_\_
8. In case of discrepancy between unit cost and total cost, unit cost shall prevail.
9. Warranty: \_\_\_\_\_
10. **Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit Philgeps website at [www.philgeps.gov.ph](http://www.philgeps.gov.ph) and register for free.**

  
Renato G. Fojas  
Regional Procurement Officer

(signature over printed name)

Supplier

REGISTRATION NO.: \_\_\_\_\_  
REGISTRATION DATE: \_\_\_\_\_

