

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

REQUEST FOR QUOTATION

RFQ NO. 0523  
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 BAC OFFICE, OSWD FO IX on or before 10/06/2020, 10:00 AM

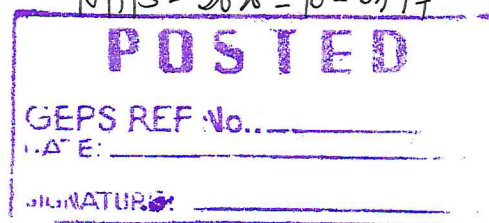
Very truly yours,

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 October 8-10, 2020
- Place of Delivery: Dipolog Zamboanga del norte
- 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](http://www.philgeps.gov.ph) and register for free.

Renato G. Fojas  
Regional Procurement Officer



(signature over printed name)

Supplier

PHILGEPS NO.: \_\_\_\_\_

PHILGEPS EXPIRY: \_\_\_\_\_

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

ANNEX A: RFQ  
RFQ NO.: 0523  
DATE:

[illegible]

PURPOSE: Training for Area supervisor dipolog zamboanga del norte  
PR. NO.: 2020-10-17901  
**IMPORTANT:** The winning bidder must sign the Original copy of Purchase Order (P.O.) with in five (5) days from the date of receipt. Failure to sign the original P.O means that the bidder is not interested and will be a ground for ~~suspension or blacklisting~~ in DSWD's future biddings.

RENATO G. FOIAS  
RPROCUREMENT OFFICER  
CANVASSER

(SIGNATURE OVER PRINTED NAME)  
SUPPLIER

[illegible]

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
FIELD OFFICE IX - ZAMBOANGA CITY

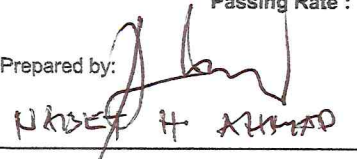
TABLE OF RATING FACTORS FOR LEASE OF VENUE

Activity Title :

	RATING FACTORS	END USER'S TECHNICAL SPECIFICATIONS	WEIGHT (%)	BAC 1	RATING % BAC 2	BAC 3
I	AVAILABILITY		100%			
II	Location and Site Condition					
	1. Accessibility		50%			
	2. Parking Space		50%			
			100%			
III	Neighborhood Data					
	1. Sanitation and Health Condition		25%			
	2. Police and Fire Station		25%			
	3. Restaurant		25%			
	4. Banking and Postal		25%			
			100%			
IV	Venue					
	1. Structural Condition		50%			
	2. Functionality		50%			
	a. Conference Room		50%			
	b. Functionality		50%			
	a. Conference Room		50%			
	b. Room Arrangement (e.g. single, double, etc.)		50%			
	c. Light, ventilation, and air conditioning		50%			
	d. Space Requirements		50%			
	3. Facilities					
	a. Water Supply and Toilet		50%			
	b. Lighting System		50%			
	c. Elevators		50%			
	d. Fire escapes		50%			
	e. Fire fighting equipment		50%			
	f. Internet and telecommunication		50%			
	g. Audio and visual equipment		50%			
	4. Other Requirements					
	a. Maintenance		50%			
	b. Attractiveness		50%			
	c. Security		50%			
	5. Catering Services		50%			
	6. Client's Satisfactory Rating		50%			
			100%			
I	Availability					
II	Location and Site Condition					
III	Neighborhood Data					
IV	Venue					

Passing Rate : 80%

Prepared by:

  
NABEET H. AHMAD