

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

REQUEST FOR QUOTATION

RFQ NO. 582
DATE: 10/22/20

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 DEC. 2, 2020 at 10:00 AM

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 **60** days
3. Good/s shall be delivered on : 30 CALENDAR DAYS AFTER RECEIPT OF PURCHASE ORDER
4. Place of Delivery : DSWD FO IX
5. Terms of payment : 30 CALENDAR DAYS AFTER DELIVERY
6. Liquidated Damages/Penalty : 1/10 of 1% of undelivered portion x No. of Days Delay
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 and register for free.


Renato G. Fojas
Regional Procurement Officer

(signature over printed name)

Supplier

PHILGEPS NO.: _____
PHILGEPS EXPIRY: _____

For Posting
10/22/20

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
1	6	pcs	Calculator	1,000.00			
2	2	pcs	Cutter	600.00			
3	3	pcs	whiteboard	3,000.00			
4	220	pcs	STORAGE BOX, 57 liters	1,300.00			
5	6	Pcs	Extension wire	1,000.00			
6	1	unit	Laminating machine	2,000.00			
7	10	pcs	Sign pen, Black, liquid/gel ink, 0.5mm needle tip	40.00			
8	6	boxes	Marker, white board, broad type, black	150.00			
9	10	pairs	Scissors, symmetrical, blade length: 65mm min	100.00			
10	3	packs	Battery, dry cell, AA, 2pcs per blister pack	100.00			
11	2	pieces	Tape dispenser, Table Top, for 24mm width tape	100.00			
12	4	pcs	Ledger file, 3" lever bah file folder	100.00			
13	2	units	File box 3 layers metal iron	800.00			
14	200	pcs	yellow folder 3x19"	10.00			
15	300	pack	Sticker paper (glossy, 8.5 x11)	60.00			
16	1200	reams	Bond papers (A4)	180.00			
17	500	reams	Bond papers (long)	200.00			
18	500	reams	Bond papers (short)	180.00			
XXXXX NOTHING FOLLOWS XXXXX							
Take Note:							
Business/Supplier's Permit shall be issued upon receipt of Purchase Order							
Income / Business Tax Return shall be required for Negotiated Procurement under Small Value Procurement Modality with ABC above P500,000.00 after receipt of approved contract and/or during delivery/acceptance before payment							
Omnibus Sworn Statement shall be required for Negotiated Procurement under Small Value Procurement Modality with ABC above P50,000.00 after receipt of approved contract and/or during delivery/acceptance before payment							

QUAL-2020-11-0449
POSTED
 GEP'S REF. NO. _____
 U.D. E. _____
 SIGNATURE: _____

PROPOSEE : PROCUREMENT OF IT EQUIPMENT AND ADVOCACY MATERIALS AS COMPLEMENTARY INTERVENTION ON THE MODIFICATION OF FACE TO FACE CONDUCT OF CAPABILITY BUILDING ACTIVITIES TO DIGITAL PLATFORMS FOR CY 2020
 PR. NO. : 2020-10-17925

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 to suspension or blacklisting in DSWD's future biddings.

REMY O. F. OJAS
 REPROCUREMENT OFFICER

(SIGNATURE OVER PRINTED NAME)
 SUPPLIER

CALVIN MONDICK R. RAVAL
 CANVASSER