

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Field Office IX, Zamboanga City

HOME FOR THE ELDERLY

REQUEST FOR QUOTATION

RFQ NO. 2020-11-0071

DATE: 11-20-2020

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 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 ZAMB CITY on or before NOV. 26, 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 : 15 days
- 3. Good/s shall be delivered : 15 DAYS UPON RECEIPT OF PO
- 4. Place of Delivery: : HOME FOR THE ELDERLY
- 5. Terms of payment: : 30 CALENDAR DAYS AFTER THE 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](http://www.philgeps.gov.ph) and register for free.

RENATO G. FOJAS

Regional Procurement Officer

(supplier's signature over printed name)

PHILGEPS NO.:

PHILGEPS EXPIRY:



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

ANNEX A: RFQ  
 RFQ NO.: 2020-11-0071  
 DATE:

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
1	100	PAX	SUBLIMATION T-SHIRT	P550.00			
see attached layout:							
PURPOSE: <b>YEAR END SOCIALIZATION ACTIVITY OF THE HOME FOR THE ELDERLY.</b>							
PR. NO.: 2020-11-0067/NOVEMBER 06, 2020							

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 ground to suspension or blacklisting in DSWD's future biddings.

*Renato G. Fojias*  
**RENATO G. FOJIAS**  
 PROCUREMENT OFFICER

\_\_\_\_\_  
 SUPPLIER'S SIGNATURE OVER PRINTED NAME

\_\_\_\_\_  
 CANVASSER

HE-2020-11-0474  
**POSTED**  
 GEPS REF NO. \_\_\_\_\_  
 DATE \_\_\_\_\_  
 DIVISION \_\_\_\_\_

