

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

REQUEST FOR QUOTATION

RFQ NO. 672  
DATE: 12/9/2020

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 - 8-C. on or before Dec. 14, 2020 10:00 AM

Very truly yours,

*Amisael*  
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 30 days
3. Good/s shall be delivered DSWD 3RD FLOOR
4. Place of Delivery: DSWD field office IX
5. Terms of payment: \_\_\_\_\_
6. Liquidated Damages/Penalty \_\_\_\_\_
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.

Note: Business Mayors permit shall be submitted upon receipt of Approved Purchase orders.

*[Signature]*  
Merrito G. Fejes  
Regional Procurement Officer

(signature over printed name)  
Supplier

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

*[Handwritten]*  
Date: 12/10/20

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

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ANNEX A: RFQ  
RFQ NO: 672  
DATE: 12/9/2020

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
1	98,000	pages	CV FORMS 1,2,3,4 PRINTING P6 2020	98,000.00			
2			PRINTING SCHEDULE : JANUARY 4-7,2021				
3			PRINTING DELIVERY : JANUARY 8, 2021				
4			XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX				
5			For the use Pantawid beneficiaries				
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
			= BUSINESS/ MAYOR'S PERMIT SHALL BE SUBMITTED UPON RECEIPT OF APPROVED PURCHASED ORDER/S.				

PURPOSE: For the use Pantawid beneficiaries  
PR. NO.: 2020-12-18073  
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.

*Benito G. Fojas*  
BENITO G. FOJAS  
Regional Procurement officer

Jun Glava  
Canvasser / POO  
Signature over printed name



SIGNATURE OVER PRINTED NAME:  
SUPPLIER