

SP-05

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

REQUEST FOR QUOTATION

RFQ NO. 0645
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 FO IX, Z.C. on or before 12/8/2020 10:00 AM

Very truly yours,

Amorcel
MA. CORAZON G. SUMICAD
CAO

SocPen-2020-12-04/61
POSTED
GEPS REF No. _____
DATE: _____
SIGNATURE: _____

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 7wd upon receipt of PO
- Place of Delivery: DSWD FO IX
- 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 and register for free.

[Signature]
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.: 0645
 DATE:

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
4		Pcs	Office wooden table drawer with lock 42" x 24" X 30"	7,000.00			
1		pcs	Ergonomic aeron executive office chair with arm rest black leather	9,000.00			
3		Pcs	Office leather chair heavy duty mid back with arm rest black	4,000.00			
1		pcs	Steel cabinet 2 door with lock 6ft	14,000.00			
12		Pcs	Three layered mobile drawer with lock	3,500.00			
2		Pcs	Office filing rack 5 layered open type steel black or grey	7,000.00			
30		Pcs	Desk acrylic barrier 3 corner front (42" x 24") left & right (24" x 24")	4,000.00			
			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/activity before payment				
			Omnibus Sworn Statement 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/activity before payment				
			Business/Minors permit shall be submitted upon receipt of Purchase Order				

PURPOSE: For Socpen

PR. NO.:
 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 DSM/D's future bidings.

[Signature]
 RENATO S. FOJAS
 PROCUREMENT OFFICER

CANVASSER

(SIGNATURE OVER PRINTED NAME)

SUPPLIER

Socpen-2820-12-8461
POSTED
 GEPS REF No.
 DATE: