

**REQUEST FOR QUOTATION**

RFQ NO. 2021-427  
 DATE: 19-Apr-2021

COMPANY NAME : \_\_\_\_\_  
 COMPANY ADDRESS : \_\_\_\_\_  
 CONTACT PERSON : \_\_\_\_\_  
 CONTACT NO. : \_\_\_\_\_  
 COMPANY TIN : \_\_\_\_\_

*KALAHI CIDSS-2021-04-280*  
**POSTED**  
 GEPS REF No. \_\_\_\_\_  
 DATE: \_\_\_\_\_  
 SIGNATURE: \_\_\_\_\_

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 **TECHNICAL SPECIFICATIONS** 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 submit this form together with Annex A to **DSWD FO IX BAC OFFICE** on or before *May 9, 2021 10:00 AM 5:00 pm*

Very truly yours,  
*[Signature]*  
**MA. CORAZON G. SUMICAD**  
 CAO

**Terms and Conditions:**

**PURPOSE : KALAHI CIDSS 1ST QUARTER SUPPLIES FOR CY 2021**

**PR NUMBER : 2021-04-0531**

1. Award shall be made on per :     Item Basis     Lot Basis
2. Quotation validity : 20 CALENDAR DAYS FROM BID OPENING
3. Delivery Period : 20 DAYS AFTER CONFORMED ON THE P.O
4. Delivery Area : DSWD FO-9, ZC
5. Terms of payment : WITH IN 60 WORKING DAYS
6. Liquidated Damages/Penalty : 1/10 of 1% of undelivered portion x No. of days of delay
7. In case of discrepancy between unit cost and total cost, unit cost shall prevail.
8. Warranty : N/A
9. Performance Security : N/A

9. 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.

*[Signature]*  
**Renato G. Fojas**  
 Regional Procurement Officer

(signature over printed name)

Supplier

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

Department of Social Welfare and Development FO IX  
**BAC AWARDS COMMITTEE**  
 Received by: *[Signature]*  
 Date & Time: *May 11 9:58 am*  
 Remarks:

COMPANY NAME : DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
 COMPANY ADDRESS : GENERAL VICENTE ALVAREZ ST., ZAMBANGIDA CITY  
 CONTACT PERSON : EDWIN O. HERRONAGA  
 CONTACT NO. : 894472871

ANNEX A: RFQ  
 RFQ NO. : 2021-0407  
 DATE : April 19, 2021

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL AMT.	BIDDERS SPECIFICATIONS	UNIT COST	TOT.
28		box	Permanent marker				
200		pc	Ballpen, blue, fine point, good quality				
300		pc	Ballpen, black, fine point, good quality				
50		box	Paper Fastener (galactic coated)				
7		pc	Rubber stamp pad				
7		pc	Rubber stamp, received				
7		pc	Rubberstamp ( certified true copy )				
7		box	Folder, Expanded, 100 pcs/box, long, yellow				
100		pc	Folder, white long				
100		pc	Folder, white short				
14		pc	Gas box/filling box (storage box)				
350		pc	Government folder				
7		pc	Self-sticking Stamp				
2		pc	Ink jet cartridge, HP part no. L511A (88-4color)				
2		pc	Ink jet cartridge, HP part no. L511A (98-black)				
7		liter	Universal Ink (cyan)				
14		liter	Universal Ink (black)				
7		liter	Universal Ink (yellow)				
7		liter	Universal Ink (magenta)				
480		pc	Manila Paper				
14		box	Metacards (multi-colored, precut 1/2)				
70		rolls	Tape double sided, 1" good quality				
140		pc	Brown long envelope				
14		pack	Photo paper (10 pcs/pack)				
35		pack	Sticky notepad/notebooks, multi colored				
14		pack	Sticker paper (neon colored (10 pcs/pack))				
5		pc	Heavy duty extension wire (4 gage) 10 meters				
7		box	Patchment paper, 210 X 297mm, multi-purpose				
14		pc	Plastic storage box, multi-purpose, small size (15 liter cap)				
10		bundle	Ring Binder, plastic, 32mm, B4 rings				
Total =				76,175.14			

Remarks: Payment shall be released for registered Procurement under Small Value Procurement Modality with AEC above P200,000.00 and receipt of approved contract and/or during delivery/acceptance payment.

RFQ PURPOSE : KALANGI CROSS 187 QUARTER COMMON SUPPLIES FOR CY 2021.  
 PRJ. NO. : 2021-04-0533  
 RESULT TO GEN. V. ALVARADO  
 PROCUREMENT OFFICER  
 CANVASES

(SIGNATURE OVER PRINTED NAME)  
 SUPPLIER

