

**REQUEST FOR QUOTATION**

RFQ NO. 2021-0366  
DATE: 3/30/21

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 **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

April 19, 2021, 10:00 AM. 5:00 pm

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

Terms and Conditions:

**POSTED**  
GEPS REF No. \_\_\_\_\_  
DATE \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_

- PURPOSE** : OFFICE RENTAL TO BE OCCUPIED BY ASEC JAMOLOD ON MAY -DECEMBER CY 2021
- PR NUMBER** : 2021-03-0421
- Award shall be made on per :    Item Basis    Lot Basis
  - Quotation validity : 30 CALENDAR DAYS
  - Delivery Period : MAY-DECEMBER CY 2021
  - Delivery Area : ZAMBOANGA CITY
  - Terms of payment : STIPULATED IN CONTRACT
  - Liquidated Damages/Penalty : 1/10 of 1% of undelivered portion x No. of days of delay
  - In case of discrepancy between unit cost and total cost, unit cost shall prevail.
  - Warranty : N/A
  - Performance Security : N/A

Department of Social Welfare and Development  
**BIDS AND AWARDS COMMITTEE**  
For Posting  
Received by: [Signature]  
Date & Time: 4/6/21 9:35 pm  
Remarks: \_\_\_\_\_

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 EXPIRY:** \_\_\_\_\_

COMPANY NAME : DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
 COMPANY ADDRESS : GENERAL VICENTE ALVAREZ ST., ZAMBOANGA CITY  
 CONTACT PERSON : CALVIN MONDICK R. RAVAL  
 CONTACT NO. : 9171097043

ANNEX A: RFQ  
 RFQ NO. :  
 DATE : 3/30/21

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL ABC	BIDDERS' SPECIFICATIONS	UNIT COST	TOTAL COST
	6 MONTHS	100SQM	OFFICE BUILDING RENTAL	400,000.00			
			XXXXX NOTHING FOLLOWS XXXXX				
			COMFORT ROOM				
			RECEIVING AREA				
			Take Note:				
			Business/Mayor'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/activity 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/activity before payment.				

PURPOSE : OFFICE RENTAL TO BE OCCUPIED BY ASEC JAMOLOD ON MAY-DECEMBER CY 2021  
 PR. NO. : 2021-03-0421

RENATO G. SOLIAS  
 PROCUREMENT OFFICER  
  
 CALVIN MONDICK R. RAVAL  
 CANVASSER

(SIGNATURE OVER PRINTED NAME)  
 SUPPLIER