



**REQUEST FOR QUOTATION**

RFQ NO. 2021-428  
 DATE: 27-Apr-2021

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

*KALAHI-201-03-187*  
**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 10, 2021 ~~10:00 AM~~ 5:00pm

Very truly yours,  
  
 RIDUAN FARID MUDDIN  
 ARDA

**Terms and Conditions:**

**PURPOSE : SUPPLIES FOR THE CONDUCT OF CEAC ACTIVITIES FOR AF FROM**  
**May - DEC. 2021**  
**PR NUMBER : 2021-03-0364**

- 1. Award shall be made on per :     Item Basis   xx   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

Department of Social Welfare and Development FO-IX  
**BIDS AND AWARDS COMMITTEE**  
 For Posting  
  
 Received by: \_\_\_\_\_  
 Date & Time: 27/04/2021 4:10pm  
 Remarks: re-posting

**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.**

**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: RFO  
 RFO NO. 2021-428  
 DATE: 4-24-2021

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
15		gallon	Alcohol, ethyl (1 gallon)				
50		box	Face Mask (3 ply @ 50 pcs/box)				
5		pcs	Heavy Duty Extension Wire (4 gang) 10 mtrs long.				
10		box	SIGN PEN, Blue, Liquid/Gel Ink, 0.5mm needle tip (10 pcs/box)				
10		box	SIGN PEN, Black, Liquid/Gel Ink, 0.5mm needle tip (10 pcs/box)				
47		reams	Paper, Multi-purpose(copy) A4, 70 gsm				
50		reams	Paper, Multi-purpose(copy) Legal, 70 gsm				
20		box	Paper, Parchment, size: 210 x 297mm, multi-purpose				
30		box	KN95 FACE MASK(10 pcs/box)				
10		pcs	Go box/filling box (Storage)				
30		pcs	Plastic Storage Box(Multi-purpose, Small Size (15 liters)				
5		bundle	Ring Binder, Plastic, 32mm, 84 rings				
5		pcs	Pencil Sharpener, Manual, Single Cutter Head				
11		pcs	SCISSORS, Symmetrical, Blade Length, 65mm min, heavy duty				
5		unit	Calculator, Scientific				
20		packs	Multicolorde Metacards				
15		pcs	Paper Glue (big)				
20		packs	Photo Paper (10pcs/pack)				
20		packs	StickyNote/Note pads Multicolored				
10		packs	Sticker Paper(neon colored) (10pcs/pack)				
10		packs	Sticker Paper(white colored) (10pcs/pack)				
			Take note:				
			Bidder's/layer's get final about the bid later upon receipt of Purchase Order				
			Overdue's items statement could be rechecked for handling with ABC. Also see PRD,000,002				

PURPOSE for the consumption of participants during the conduct of CEAC activities for AF from May-December 2021 in Zamboanga Peninsula.

PR. NO.

IMPORTANT: The winner 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.

*Renato G. Rojas*  
 RENATO G. ROJAS  
 PROCURUREMENT OFFICER

(SIGNATURE OVER PRINTED NAME)  
 SUPPLIER

CANVASSER

NOTE: Items of my search specifications, failure to do so will be DISQUALIFIED / WILL NOT BE AWARDED