

REQUEST FOR QUOTATION

RFQ NO. 2021-434
DATE: 4-May-2021

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 May 17, 2021 @ 5:00pm

Very truly yours,

RIDUAN P. HAKIMUDDIN, CESO IV
ARDA

Terms and Conditions:

PURPOSE

(RE-CANVASS) FOR THE USE OF SLP ZAMBOANGA CITY & ISABELA CLUSTER (1st and 2nd Quarter)

- PR NUMBER** : **2021-01-0074** ✓
1. Award shall be made on per : Item Basis ☒ Lot Basis
2. Quotation validity : 30 Calendar days from bid opening
3. Delivery Period : 10 days upon receipt of PO
4. Delivery Area : ZAMBOANGA CITY
5. Terms of payment : Within 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
10. 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.


Renato G. Fojas
Regional Procurement Officer

(signature over printed name)
Supplier

PHILGEPS NO.: _____
PHILGEPS EXPIRY: _____

Department of Social Welfare and Development FO-IX
BIDS AND AWARDS COMMITTEE

Received May 17, 2021 11:30pm
Date & Time
Remarks: Reopening

COMPANY NAME : DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
COMPANY ADDRESS : GENERAL VICENTE ALVAREZ ST., ZAMBOANGA CITY
CONTACT PERSON : DENNIS DC. CATIS
CONTACT NO. : 09566878989

ANNEX A: RFQ
RFQ NO. : 2021-434
DATE : 05-04-2021

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
5	5	bottle	UNIVERSAL INK (black)	54,000.00			
5	5	bottle	UNIVERSAL INK (cyan)				
5	5	bottle	UNIVERSAL INK (magenta)				
58	58	bottle	UNIVERSAL INK (yellow)				
1	1	set	HP INK TANK 310 CARTRIDGE				
70	70	ream	BOND PAPER (long sub-20)				
10	10	ream	BOND PAPER (A4 sub-20)				
50	50	pcs.	EXPANDED ENVELOPE (long yellow)				
212	212	pcs.	EXPANDED FOLDER (long yellow)				
10	10	unit	CALCULATOR, COMPACT, ELECTRONIC, 12 digits cap				
25	25	box	PAPER FASTENER				
100	100	pcs.	CORRECTION TAPE				
10	10	pad	STICKY NOTES				
150	150	pcs.	SIGN PEN (black)				
6	6	pcs.	STAINLESS SCISSOR (BIG)				
9	9	pcs.	STAPLER HEAVY DUTY (BIG)				
10	10	box	PENCIL (mongo)				
3	3	pcs.	STAMP PAD				
1	1	box	SLIP, BACKFOLD 50mm, 12s/box				
15	15	pcs.	HIGHLIGHTER PEN				
1	1	bottle	GLUE, ALL PURPOSE, GROSS WEIGHT: 200 grams. Min.				
36	36	bottle	ALCOHOL, 70% 500ml				
10	10	roll	TAPE, TRANSPARENT, WIDTH: 24mm (1")				
8	8	roll	TAPE, TRANSPARENT, (2")				

	5	roll	PACKING TAPE 2"				
	3	pcs.	RECORD BOOK, 300 pages size: 214mm X 278mm min.				
	8	pcs.	STORAGE BOX				
	1	pcs.	RUBBER STAMP (CERTIFIED TRU COPY)				
	4	pcs.	PENCIL SHARPENER				
			XXXXXXXXXXXXX NOTHING FOLLOWS XXXXXXXXXXXXXXXXXXXXXXXX				
			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.				

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PR. NO. 2021-01-0074


 RENATO G. FOJAS
 RPROCUREMENT OFFICER

DENNIS DC. CATIS
 CANVASSER

SIGNATURE OVER PRINTED NAME
 SUPPLIER