

*for POSTING*

**REQUEST FOR QUOTATION**

RFQ NO. 2021-404  
DATE: 3-Jun-2021

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

*KALAHI-2021-04-261*  
**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 June 14, 2021 @ 5:00 PM.

*Very truly yours,*  
**RIDUAN P. M. MUDDIN**  
ARMA

**Terms and Conditions:**

**PURPOSE : Supplies for the participants during the conduct of ceac activities for KC PAMANA**

**PR NUMBER : 2021-04-0499**

- 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 **NTP**
- 4. Delivery Area : DSWD FO IX, 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.

*Renato G. Foias*  
**Renato G. Foias**  
Regional Procurement Officer *6/9/21*

(signature over printed name)

Supplier

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

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Field Office IX  
General Vicente Alvarez Street, Zamboanga City  
Telephone Nos. (63/62) 991-6030 / 991-8346/ 991-1001  
Email: fo9@dswd.gov.ph  
Website: www.fo9.dswd.gov.ph

  
#DSWDMayMalasakit

Department of Social Welfare and Development FO-IX  
**BIDS AND AWARDS COMMITTEE**  
For Posting  
Received by: *Rhadja*  
Date & Time: *6/9/2021 2:37pm*  
Remarks: \_\_\_\_\_

COMPANY NAME : DEPARTMENT OF SOC WELFARE AND DEVELOPMENT  
 COMPANY ADDRESS : GENERAL VICENTE ALVARO, J. LAZAR, ST., ZAMBOANGA CITY  
 CONTACT PERSON : EDWIN O. HIBIONADA  
 CONTACT NO. : 9554472971

ANNEX A. RFQ  
 RFQ NO. : 2021-404  
 DATE : June 3, 2021

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
22	gallon	alcohol, ethyl (1 gal)					
50	boxes	face mask ( 3 ply@ 50 pcs/box )					
5	pcs	heavy duty extension wire ( 4 gang) 10 mtrs					
11	boxes	sign pen, black, liquid/gel ink 0.5mm needle tip ( 10 pcs/box )					
11	boxes	sign pen, blue, liquid/gel ink 0.5mm needle tip ( 10 pcs/box )					
55	reams	paper, multi-purpose (COPY) A4, 70gsm					
55	reams	paper, multi-purpose (COPY) legal, 70gsm					
30	boxes	paper, parchment, size: 210 x 297mm, multi-purpose					
5	pcs	micro SD card, 256GB					
11	pcs	external hard drive(500gb)					
150	pcs	notebook, 50 leaves					
11	pcs	stamping pad					
11	pcs	scissors					
20	pcs	correction tape					
50	rolls	masking tape 1 inch					
10	boxes	pencil #2					
250	pcs	ballpen					
750	pcs	manilla paper					
50	boxes	paper clip					
201	pcs	cartolina-assorted colors					
50	reams	metacards - assorted colors					
22	gallon	glue 1 liter					
11	boxes	dtaple wire #35					
11	pcs	puncher heavy duty					
11	pcs	stapler, heavy duty					
50	boxes	paper fastener					
20	pcs	pvc clipboard (legal size)					
5	unit	calculator, scientific					
10	pcs	go box/filling box (storage)					
20	packs	photo paper (10 pcs/pack)					
20	packs	sticky note/note pads multicolored					
10	packs	sticky paper (neon colored) 10 pcs/pack					
10	packs	sticky paper(white colored) 10 pcs/pack					
		XXXXX nothing follows XXXX					
		Total =		125,075.00			
		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.					
		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 : FOR THE CONSUMPTION OF PARTICIPANTS DURING THE CONDUCT OF CEAGACTIVITIES FOR PANAMAIN ZAMBOANGA CITY.  
 R. NO. : 2021-04-0449

RENATO E. FOJAS  
 RPROCUREMENT OFFICER  
 6/3/21  
 Edwin O. Hibionada  
 CANNASSER

(SIGNATURE OVER PRINTED NAME)  
 SUPPLIER