

REQUEST FOR QUOTATION

RFQ NO. 2021-07-653
DATE: JULY 2, 2021

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

4Pc-2021-07-418
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, *July 19, 2021 @ 5:00 pm*

Very truly yours,

[Signature]
RIDUAN P. HADIMUDDIN
Assistant Regional Director for Administration

Terms and Conditions:

- PURPOSE** : For the use office supplies for 2021 pantawid IPIL, ZSP
- PR NUMBER** : 2021-07-780
- 1. Award shall be made on per : () Item Basis () Lot Basis
- 2. Quotation validity : 30 CALENDAR DAYS FROM BID OPENING
- 3. Delivery Period : 30 DAYS UPON RECEIPT OF APPROVED NTP.
- 4. Delivery Area : AT DSWD FIELD OFFICE IX PANTAWID AREA IPIL,ZSP
- 5. Terms of payment : WITH IN 60 WORKING DAYS
- 6. Liquidated Damages/Penalty : 1/10 OF 1% OF UNDELIVERED PORTION X No. OF DAYS DELAYED.
- 7. In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- 8. Warranty : RETENTION OF 1% FOR EVERY PAYMENT
- 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.

[Signature]
Renato G. Fojas
Regional Procurement Officer

(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
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