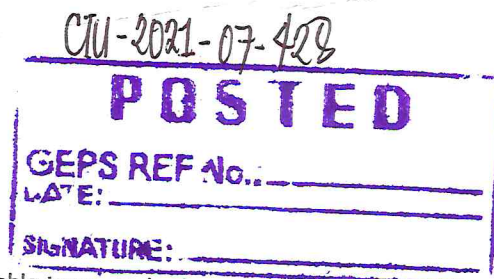


DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Field Office IX, Zamboanga City

REQUEST FOR QUOTATION

RFQ NO. CIU-02-21-04  
DATE: JULY 07, 2021

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

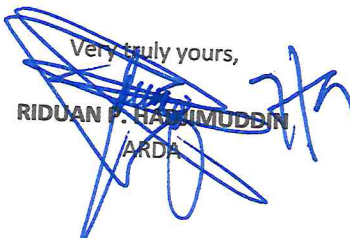


Sir/Madam:

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 BIDDING DROP BOX** on or before July 19, 2021 5:00 pm.

Very truly yours,  
  
RIDUAN P. H. MUDDIN  
ARDA

Terms and Conditions:

**PURPOSE**

: **PROCUREMENT OF THE COMMON SUPPLIES FOR THE USE OF CIU FOR CY 2021**

**PR NUMBER**

**CIU-02-21-04**

1. Award shall be made on per

: ☐ Item Basis

☒ Lot Basis

2. Quotation validity

: **15 days**

3. Delivery Period

: **15 Calendar Days upon Received of NTP**

4. Delivery Area

: **DSWD-CIU, STA. BARBARA Zamboanga City**

5. Term of Payment

: **Within 60 Calendar Days**

6. Liquidated Damages/Penalty: **one-tenth (1/10) of 1% one percent per day for undelivered/unperformed portion.**

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](http://www.philgeps.gov.ph) and register for free.**

  
**Renato G. Fojas**  
Regional Procurement Officer

(signature over printed name)

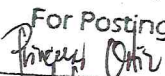
Supplier

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

PHILGEPS EXPIRY: \_\_\_\_\_

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

For Posting

Received by: 

Date & Time: July 19, 2021 5:00 pm

Remarks: \_\_\_\_\_

COMPANY NAME: DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT -CIU  
COMPANY ADDRESS: STA. BARBARA. ZAMBOANGA CITY  
CONTACT PERSON: IRENE C. GUAVES  
CONTACT NO.: 09067006569

RFQ NO.:  
DATE:

ANNEX A: RFQ  
CIU-02-21-04  
JULY 07,2021

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
1	65	can	INSECTICIDE, aerosol type, net content: 600ml min				
2	65	bottle	HAND SANITIZER, 500 ml				
3	65	bottle	ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)				
4	60	gallon	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters				
5	60	bottle	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)				
6	30	gallon	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters				
7	65	bottle	STAMP PAD INK, purple or violet, 50ml (min.)				
8	20	box	CARBON FILM, PE, black, size 210mm x 297mm				
9	65	pad	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min				
10	130	pad	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min				
11	130	piece	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves				
12	360	reams	PAPER, Multi-Purpose (COPY) A4, 70 gsm				
13	310	reams	PAPER, Multi-Purpose (COPY) Legal, 70 gsm				
14	65	book	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min				
15	100	pack	TOILET TISSUE PAPER, 2-ply, 100% recycled				
16	60	pack	TISSUE, interfolded paper towel				
17	12	pack	BATTERY, dry cell, AA, 2 pieces per blister pack				


18	18	pack	BATTERY, dnr cell, AAA, 2 pieces per blister pack				
19	60	jar	GLUE, all purpose, gross weight: 200 grams min				
20	100	box	STAPLE WIRE, for heavy duty staplers, (23/13)				
21	100	box	STAPLE WIRE, STANDARD, (26/6)				
22	10	roll	TAPE, ELECTRICAL, 18mm x 16M min				
23	60	roll	TAPE, MASKING, width: 24mm (±1mm)				
24	60	roll	TAPE, MASKING, width: 48mm (±1mm)				
25	60	roll	TAPE, PACKAGING, width: 48mm (±1mm)				
26	60	roll	TAPE, TRANSPARENT, width: 24mm (±1mm)				
27	60	roll	TAPE, TRANSPARENT, width: 48mm (±1mm)				
28	4	unit	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade				
29	4	unit	ELECTRIC FAN, STAND type, plastic blade				
30	10	piece	THERMOGUN				
31	18	piece	LED LINEAR TUBE, 18 WATTS FRO SERIES				
32	18	piece	LIGHT BULB, Light Emitting Diode (LED), 6W				
33	60	piece	RULER, plastic, 450mm (18"), width: 38mm min				
34	18	can	AIR FRESHENER, aerosol, 280ml/150g min				
35	18	piece	BROOM, soft (tambo)				
36	18	piece	BROOM, STICK (TING-TING), usable length: 760mm min				
37	60	bottle	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap				
38	30	can	CLEANSER, SCOURING POWDER, 350g min./can				
39	90	piece	DETERGENT BAR, 140 grams as packed				
40	90	pack	DETERGENT POWDER, all purpose, 1kg				
41	30	can	DISINFECTANT SPRAY, aerosol type, 400-550 grams				




42	30	piece	DUST PAN, non-rigid plastic, w/ detachable handle				
43	30	gallon	SODIUM HYPOCHLORITE, 3.785 liters				
44	30	bottle	HAND SOAP, liquid, 500ml				
45	15	can	FURNITURE CLEANER, aerosol type, 300ml min per can				
46	6	unit	MOP BUCKET, heavy duty, hard plastic				
47	15	piece	MOPHANDLE, heavy duty, aluminum, screw type				
48	15	piece	MOPHEAD, made of rayon, weight: 400 grams min				
49	30	bundle	RAGS, all cotton, 32 pieces per kilogram min				
50	30	pack	TRASHBAG, GPP specs, black, 940mmx1016mm				
51	30	piece	WASTERBASKET, non-rigid plastic				
52	65	piece	FLASH DRIVE, 16 GB capacity				
53	18	unit	MOUSE, OPTICAL, USB CONNECTION TYPE, 1 unit in Ind				
54	10	unit	MOUSE, WIRELESS, USB				
55	60	box	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)				
56	60	box	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)				
57	60	box	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)				
58	60	box	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)				
59	200	piece	CORRECTION TAPE, film base type, UL 6m min				
60	50	piece	DATA FILE BOX, made of chipboard, with closed ends				
61	40	piece	DATA FOLDER, made of chipboard, tag/la lock				
62	12	box	ENVELOPE, DOCUMENTARY, for A4 size document				
63	12	box	ENVELOPE, DOCUMENTARY, for legal size document				
64	2	box	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc				
65	15	box	ENVELOPE, mailing, white, 70gsm				

66	6	box	ENVELOPE, mailing, white, with window				
67	10	piece	ERASER, FELT, for blackboard/whiteboard				
68	30	bundle	FOLDER, FANCY, for A4 size documents				
69	30	bundle	FOLDER, FANCY, for legal size documents				
70	10	pack	FOLDER, L-TYPE, PLASTIC, for A4 size documents				
71	10	pack	FOLDER, L-TYPE, PLASTIC, for legal size documents				
72	6	pack	FOLDER, TAGBOARD, for A4 size documents				
73	15	pack	FOLDER, TAGBOARD, for legal size documents				
74	6	box	INDEX TAB, self-adhesive, transparent				
75	65	piece	MARKER, whiteboard, black, felt tip, bullet type				
76	65	piece	MARKER, whiteboard, blue, felt tip, bullet type				
77	50	piece	MARKER, PERMANENT, bullet type, black				
78	50	piece	MARKER, PERMANENT, bullet type, blue				
79	50	piece	MARKER, PERMANENT, bullet type, red				
80	100	box	PAPER CLIP, vinyl/plastic coat, length: 32mm min				
81	100	box	PAPER CLIP, vinyl/plastic coat, length: 50mm min				
82	60	box	PENCIL, lead, w/ eraser, wood cased, hardness: HB				
83	6	bundle	RING BINDER, plastic, 32mm, 84 rings				
84	30	box	RUBBER BAND, 70mm min lay flat length (#18)				
85	60	piece	STAMP PAD, FELT, bed dimension: 60mm x 100mm min				
86	6	piece	CUTTER KNIFE, for general purpose				
87	6	piece	DATING AND STAMPING MACHINE, heavy duty				
88	6	piece	PENCIL SHARPENER, manual, single cutter head				
89	65	piece	PUNCHER, paper, heavy duty, with two hole guide				

90	65	pair	SCISSORS, symmetrical, blade length: 65mm min				
91	65	piece	STAPLER, STANDARD TYPE, load cap: 200 staples min				
92	6	unit	STAPLER, BINDER TYPE, heavy duty, desktop				
93	65	pieces	STAPLE REMOVER, PLIER-TYPE				
94	65	pieces	TAPE DISPENSER, TABLE TOP, for 24mm width tape				
95	6	unit	BINDING AND PUNCHING MACHINE, binding cap: 50mm				
96	65	unit	CALCULATOR, compact, 12 digits				
97	65	piece	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip				
98	65	piece	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip				
99	65	piece	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip				
			<b>Total</b>	<b>637,728.89</b>			
			<b>Take Note:</b>				
			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				

  
RENATO G. ROJAS  
PROCUREMENT OFFICER

  
IRENE C. GUAVES  
CAMVASSER/CIU

(SIGNATURE OVER PRINTED NAME)  
SUPPLIER