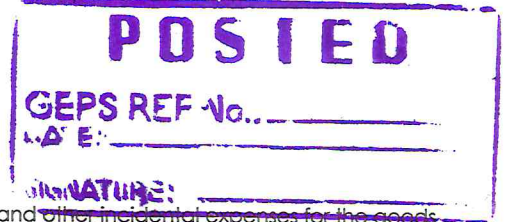


REQUEST FOR QUOTATION

RFQ NO. 2021-07-646
DATE: 2-Jul-2021

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

48-2021-07-407



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 12, 2021 @ 5:00 pm*

Very truly yours,

[Handwritten Signature]
RIDUAN P. HADJMUDDIN
Assistant Regional Director for Administration

Terms and Conditions:

- PURPOSE** : **To be use in the pantawid section**
- PR NUMBER** : **2021-07-0778**
- 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 3RD FLOOR**
- 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 PAYMENTS**
- 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.

[Handwritten 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
BIDS AND AWARDS COMMITTEE

Received by: *[Signature]*
Date & Time: *7/12/21 8:26am*
Remarks: _____

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
GENERAL VICENTE ALVAREZ, ST. ZAMBOANGA CITY

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

ANNEX A:
RFQ NO. : 2021-07-646
DATE : 2021-07-2

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
1	15	pcs	METAL DESK ORGANIZER PAPER TRAY	579,100.00			
2	100	rolls	SCOTCH TAPE 1"				
3	200	pcs	YELLOW EXPANDED ENVELOPE (LONG) @ 100PCS/BX				
4	100	pads	SING HERE STICKY NOTES				
5	1,050	reams	PAPER BOND S-20 A4				
6	30	pcs	SCOTCH TAPE HANDHELD HEAVY DUTY 3"				
7	30	sets	CONTINUOUS INK PRINTER FOR BROTHER (CYAN, MAGENTA, YELLOW, BLACK)				
8	20	pcs	EXTERNAL HARD DRIVE 1TGB, 2.5HDD, USB 3.0				
9	115	pcs	FLASH DRIVE 64 GB (USB 3.0)				
10	2	pcs	DESKTOP COMPUTER SPEAKER WITH WIRED MICROPHONE				
11	20	rolls	ZEBRA ROLLER BLINDS PLEATED 150cm x 200cm				
16	200	pcs	CORRECTION TAPE 8mm				
17	5	pcs	RISO INK				
18	20	packs	PHOTO PAPER LONG (good quality)				
19	50	packs	VELLUM PAPER LONG A4 (good quality)				
20	30	bottls	UV INK 1LITER BLACK 1.5 BOTL, MAGENTA 5 BOTLS, YELLOW 5 BOTLS, CYAN 5 BOTLS) XX				
			TO BE USE IN THE 3RD FLOOR PANTAWID SECTION				
			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.				
PURPOSE			TO BE USE IN THE 3RD FLOOR PANTAWID SECTION				
PR. NO.			2021-07-0778				

RENATO G. FOJAS
PROCUREMENT OFFICER
JIT GOVA
CANVASSER/POO

(SIGNATURE OVER PRINTED NAME)
SUPPLIER