

REQUEST FOR QUOTATION

RFQ NO. 2021-786
DATE: august 24, 2021

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

BDSK-2021-08-553
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 Sept. 6, 2021 5:00 PM.

Very truly yours,
[Signature]
RIDUAN P. HADJIMUDDIN
ARDA

Department of Social Welfare and Development FO-IX
BIDS AND AWARDS COMMITTEE
For Posting
Received by: *Princess Othir*
Date & Time: *8/24/2021 2:17pm*
Remarks:

Terms and Conditions:

PURPOSE : OFFICE SUPPLIES FOR BDSK USE.

PR NUMBER: 2021-08-0945

- Award shall be made on per : Item Basis Lot Basis
- Quotation validity: **45 CALENDAR DAY**
- Delivery Period: **Within 15 days upon receipt of approved NTP**
- Delivery Area: **BDSK POLANCO**
- Terms of payment: **W/IN 60 WORKING CALENDAR DAYS**
- Liquidated Damages/Penalty : 1/10 of 1% of undelivered portion x No. of days of delay
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- Warranty: **N/A**
- 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 and register for free.

[Signature]
Renato G. Fojas
Regional Procurement Officer

(signature over printed name)

Supplier

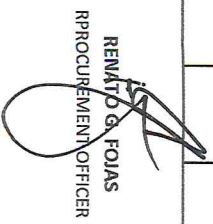
PHILGEPS NO.: _____
PHILGEPS EXPIRY: _____

Date & Time: _____

COMPANY NAME: DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
 COMPANY ADDRESS: GEN. VICENTE ALVAREZ ST., ZAMBOANGA CITY
 CONTACT PERSON:
 CONTACT NO.:

ANNEX A: RFQ
 RFQ NO.: 2021-786
 DATE: AUGUST 24 2021

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
3		boxes	MAILING ENVELOPE <i>LONG</i>				
10		boxes	PUSH PINS <i>100 pcs</i>	62,110.26			
150		pcs	EXPANDABLE FOLDER <i>LONG</i>				
10		boxes	SIGN PEN <i>0.3 mm</i>				
10		pcs	PUNCHER DOUBLE HOLE <i>HIGH QUALITY</i>				
100		pcs	FOLDER, LONG THICK				
50		pcs	FOLDER SHORT <i>THICK</i>				
2		dozens	SILVER PEN 0.5 MM <i>BLACK</i>				
100		pcs	SILVER PEN 0.5 MM REFILL <i>BLACK</i>				
20		pcs	STAPLER HEAVY DUTY STANDARD				
3		dozens	BROWN ENVELOPE LONG				
150		pcs	CORRECTION TAPE <i>30 METERS</i>				
25		pcs	SCOTCH TAPE #1 <i>TRANSPARENT</i>				
25		pcs	SCOTCH TAPE #2 <i>TRANSPARENT</i>				
25		pcs	SCOTCH TAPE #3 <i>TRANSPARENT</i>				
22		pcs	RECORD BOOK 300LEAVES				
6		PCS	COLUMNAR BOOK 8 COLUMNS <i>METER STICK PLASTIC</i>				
24		pcs	EXPANDED ENVELOP <i>LONG YELLOW</i>				
50		pcs	EXPANDED FOLDER <i>LONG YELLOW</i>				
100		boxes	PENCIL MONGGOL #2 <i>YELLOW</i>				
20		boxes	YELLOW PAD				
30		pcs	INK PAD <i>felt pad</i>				
30		pcs	INK FOR STAMPING PAD <i>BUYER'S COPY</i>				
30		pcs	PENCIL SHARPENER <i>MANUAL</i>				
			<i>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</i>				
			<i>Omnibus Sworn Statement 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</i>				
			<i>Business/Mayors permit shall be submitted upon receipt of Purchase Order</i>				


 REMATO G. ROJAS
 RPURCHASER'S OFFICER

(SIGNATURE OVER PRINTED NAME)
 SUPPLIER

CANVASSER