

REQUEST FOR QUOTATION

RFQ NO. 2021-781
DATE: 8/16/21

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

Sir/Madam:

OFD-2021-08-535
POSTED
GEPS REF No.: _____
DATE: _____
SIGNATURE: _____

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 August 31, 2021, 05:00 PM.

Department of Social Welfare and Development
BIDS AND AWARDS COMMITTEE
For Posting
Received by: [Signature]
Date & Time: 8/16/21 11:45 AM
Remarks: _____

Very truly yours,
[Signature]
RIDUAN P. HAJIMUDDIN, CESO IV
ARDA

Terms and Conditions:

- PURPOSE** : OFFICE SUPPLIES FOR OFD REGIONAL OFFICE OPERATIONS
- PR NUMBER** : 2021-08-0935
- Award shall be made on per : Item Basis Lot Basis
 - Quotation validity : 30 CALENDAR DAYS FROM BID OPENING
 - Goods shall be delivered on : 15 WORKING DAYS UPON RECEIPT OF NTP
 - Delivery Area : DSWD FO IX
 - Terms of payment : W/ IN 60 CALENDAR DAYS AFTER DELIVERY
 - 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
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: _____

COMPANY NAME : DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
 COMPANY ADDRESS : GENERAL VICENTE ALVAREZ ST., ZAMBOANGA CITY
 CONTACT PERSON : CALVIN MONDICK R. RAVAL
 CONTACT NO. : 9171097043

ANNEX A: RFQ
 RFQ NO. :
 DATE : 2021-781
 8/16/21

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL ABC	BIDDERS SPECIFICATIONS	UNIT COST	TOTAL COST
1	2	UNIT	AIR PURIFIER MEDICAL GRADE				
2	4	UNIT	AIR PURIFIER FILTER				
3	7	UNIT	PERSONAL AIR PURIFIER MEDICAL GRADE				
4	1	UNIT	COFFEE MAKER	134,599.00			
5	2	UNIT	PRINTER 3 IN 1 CIS				
6	3	UNIT	EXECUTIVE CHAIR				
7	2	UNIT	WOODEN OFFICE DSEK WITH DRAWER AND TOP GLASS				
8	1	UNIT	UPS 650 VA				
9	1	UNIT	L-TYPE OFFICE TABLE				
XXXXXX NOTHING FOLLOWS XXXXXX							
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 : OFFICE SUPPLIES FOR OPD REGIONAL OFFICE OPERATIONS

PR. NO. : 2021-08-0935

RENATO G. FOJAS
 RPROCUREMENT OFFICER

CALVIN MONDICK R. RAVAL
 CANNASSER

(SIGNATURE OVER PRINTED NAME)
 SUPPLIER