

REQUEST FOR QUOTATION

RFQ NO. 2021-787
DATE: SEPTEMBER 13, 2021

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


BDSK-2021-08-551
POSTED
EPS REF No. _____
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. 27, 2021 5:00 PM.

Very truly yours,

RIDUAN P. HADJMUDDIN
ARDA

Terms and Conditions:

- PURPOSE :** OFFICE SUPPLIES FOR BDSK USE
- PR NUMBER:** 2021-08-0946
- Award shall be made on per : Item Basis Lot Basis
 - Quotation validity: **30 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**

Received by: 
Date & Time: 09/15/21

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.


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: GEN. VICENTE ALVAREZ ST. ZAMBOANGA CITY
 CONTACT PERSON:
 CONTRACT NO.:

ANNEX A: RFQ
 RFQ NO.: 2021-787
 DATE: september 13, 2021

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
30		pcs	marking pen, permanent assorted color				
20		pcs	marking pen whiteboard black				
20		pcs	packing tape 2 inch				
20		pcs	glue 130 grams				
30		boxes	epson ink black	104,467.20			
30		boxes	epson ink colored				
4		boxes	photocopier toner kyocera tk 1147 toner kit				
60		ream	bondpaper long s-20				
60		ream	bondpaper ad s-20				
1		boxes	carbon paper long				
2		pcs	cork board 4x6				
40		pad	notepad stick on 50mmx76(2x3)assorted color				
40		pcs	notepad stick on 76x100(3x4) mm assorted color				
40		pad	notepad stick on 76x76(2x3) assorted color				
30		pcs	notebook steno/rapher 40leaves spiral				
30		pcs	long assorted color envelope with handle expanded transparent				
1		pcs	engineers filed book				
1		pcs	252 function scientific calculator				
30		pcs	record book 300 leaves				
			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 P500,000.00 after receipt of approved contract and/or during delivery/activity before payment				
			Business/Mayors permit shall be submitted upon receipt of Purchase Order				

RENATO G. JOYAS
 PROCUREMENT OFFICER

CANVASSER

(SIGNATURE OVER PRINTED NAME)
 SUPPLIER