

REQUEST FOR QUOTATION

RFQ NO. 2021-781
DATE: 3-Sep-2021

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

OFD-2021-08-535

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 September 13, 2021 05:00 PM.

Very truly yours,



RIDUAN P. HADJIMUDDIN, CESO IV
ARDA

Terms and Conditions:

- PURPOSE** : OFFICE SUPPLIES FOR OFD REGIONAL OFFICE OPERATIONS
- PR NUMBER** : 2021-08-0935
- 1. Award shall be made on per : Item Basis Lot Basis
- 2. Quotation validity : 30 CALENDAR DAYS FROM BID OPENING
- 3. Goods shall be delivered on : 15 WORKING DAYS UPON RECEIPT OF NTP
- 4. Delivery Area : DSWD FO IX
- 5. Terms of payment : W/ IN 60 CALENDAR DAYS AFTER DELIVERY
- 6. Liquidated Damages/Penalty : 1/10 of 1% of undelivered portion x No. of days of delay
- 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 and register for free.

Received by: *[Signature]*
Date & Time: *9/16/2021*
Remarks:

[Signature]
Renato G. Fojas
Regional Procurement Officer *[Signature]*

(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
 2021-09-03

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL ABC	BIDDER'S 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				
5	2	UNIT	PRINTER 3 IN 1 CIS	134,599.00			
6	3	UNIT	EXECUTIVE CHAIR				
7	2	UNIT	WOODEN OFFICE DESK 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 OFD REGIONAL OFFICE OPERATIONS

PR. NO. : 2021-08-0935

RENANO G. FOJAS
 RPROCUREMENT OFFICER

CALVIN MONDICK R. RAVAL
 CANVASSER

(SIGNATURE OVER PRINTED NAME)
 SUPPLIER