

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Field Office IX, Zamboanga City

REQUEST FOR QUOTATION

RFQ NO. 44  
DATE: March 10, 2022

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


PROJEKT-2022-09-028  
**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 BIDDING DROP BOX** on or before MAY 09, 2022 5:00PM

Very truly yours,  
  
RIDUAN P. M. MUDDIN  
ARD  
APR 26 2022

Terms and Conditions:

- PURPOSE** : Office Supplies not Available at PS for use with premis.  
**PR NUMBER** : 2022-02-0044
1. Award shall be made on per :  Item Basis  Lot Basis  
2. Quotation validity : 30 days  
3. Delivery Period : 30 Working Days Upon Received PO  
4. Delivery Area : DSWD FO-IX  
5. Term of Payment : Within 30 Calendar Days  
6. Liquidated Damages/Penalty: one-tenth (1/10) of 1% one percent per day for undelivered/unperformed portion.  
7. In case of discrepancy between unit cost and total cost, unit cost shall prevail.  
8. Warranty:  
9. Performance Security:  
10. Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit Philgeps website at [www.philgeps.gov.ph](http://www.philgeps.gov.ph) and register for free.

  
EARL-WYNN C. TIMBANG  
Regional Procurement Officer

(signature over printed name)  
Supplier

PHILGEPS NO.: \_\_\_\_\_  
PHILGEPS EXPIRY: \_\_\_\_\_

