

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

REQUEST FOR QUOTATION

RFQ NO. 418  
DATE: April 26, 2022

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

RECORDS 2022-04-206  
**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.

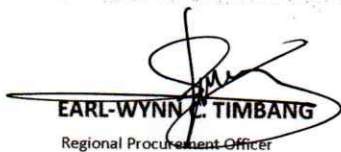
If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect.

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. MUHAMMADIN  
ARD

Terms and Conditions:

- PURPOSE** : For the the Safe keeping of Documents at Archives Warehouse of Records and Archive Management Section.
- PR NUMBER** : 2022-04-0418
1. Award shall be made on per :  Item Basis  Lot Basis
2. Quotation validity : 30 days
3. Delivery Period : 30 Calendar Days Upon Received of 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: \_\_\_\_\_





**FILE ORGANIZER WITH EXPANDED COVER A4 LETTER SIZE 9.4H X 13.38 W**



**PLASTIC STORAGE BOX WITH COVER 87 LITERS L(68) X W(48) X H(40) CM TRANSPARENT COLOR**



**METAL STAPLER BOOKBINDING STAPLING 120 SHEETS CAPACITY WITH FREE 2 BXS STAPLE WIRE W(8CM) X L(29CM) X H(18CM) BLACK COLOR**



**PLASTIC TWINE TIES FOR TRELLIS AND HOLDING  
PLASTIC/GARDEN 2 PLY X 620 METERS WHITE COLOR**