

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

REQUEST FOR QUOTATION

RFQ NO. 423  
DATE: April 26, 2022

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

RECORDS 2022-04-209

**POSTED**

GEPS REF No.: \_\_\_\_\_  
DATE: \_\_\_\_\_

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.

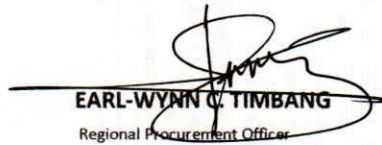
Please submit this form together with Annex A to **DSWD FO IX BIDDING DROP BOX** on or before MAY 09, 2022 5:00PM

Very truly yours,  
  
RIDWAN F. MAULUDIN  
ARD

APR 27 2022

Terms and Conditions:

- PURPOSE** : For the use of office supplies at the Records and Archives Management Section  
**PR NUMBER** : 2022-04-0423
- Award shall be made on per :  Item Basis  Lot Basis
  - Quotation validity : 30 days
  - Delivery Period : 30 Calendar Days Upon Received of PO
  - Delivery Area : DSWD FO-IX
  - Term of Payment : Within 30 Calendar Days
  - Liquidated Damages/Penalty: **one-tenth (1/10) of 1% one percent per day for undelivered/unperformed portion.**
  - In case of discrepancy between unit cost and total cost, unit cost shall prevail.
  - Warranty:
  - Performance Security:
  - 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: \_\_\_\_\_



FC/LONG



**ARCH FILE FOLDER WITH RING BINDER SMD METAL FINGER PULL LONG 3 INCHES LEVER BLUE**