



PROCUREMENT SECTION
ADMINISTRATIVE DIVISION
DSW FIELD OFFICE IX
DSWD-GF REV 01 / 12 OCT. 2021

REQUEST FOR QUOTATION

RFQ NO. 972
DATE: October 05, 2022

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



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 Oct 10, 2022 5:00PM

Very truly yours,

RENATO G. FOJAS
AO-V

Terms and Conditions:

- PURPOSE : For Scanning of Documents Paid Financial documents/Liquidations etc.
PR NUMBER : 2022-10-0972
1. Award shall be made on per : ☐ Item Basis ☒ Lot Basis
2. Quotation validity : 30 days
3. Delivery Period : 30 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 and register for free.

Take Note:

Business/Mayor's Permit CY 2022

(Signature over printed name)
Supplier:

PHILGEPS NO. : _____
PHILGEPS EXPIRY : _____

Date: October 19, 2023

THE UNIVERSITY OF CHICAGO

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