

REQUEST FOR QUOTATION

Section 52.1b - Shopping

RFQ NO. 12-060
DATE: 12/5/2022

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

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 Dec 12, 2022 @ 4:00 pm

Very truly yours,


RENATO G. FOJAS
Regional Procurement Officer

Terms and Conditions:

PURPOSE:

PURCHASE OF ADDITIONAL OFFICE SUPPLIES FOR COMPLIANCE TO TS AND ISO ACCREDITATION OF HOME FOR WOMEN. PROCUREMENT OF GASOL REFILL FOR THE USE OF HOME FOR WOMEN.

PR NUMBER : HFW 2022-06-069K

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 : W/IN 30 CALENDAR DAYS UPON RECEIPT OF PURCHASE ORDER
4. Delivery Area : Home for Women, DSWD Compound, Mampang, Zamboanga City
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

(signature over printed name)

Supplier

PHILGEPS NO.: _____

PHILGEPS EXPIRY: _____

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ANNEX A: RFQ

RFQ NO. : 12-060

DATE : 12/5/2022

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

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
1	50	BOX	CLIP, BACKFOLD, plastic clamping: 19mm (-1mm)				
2	50	BOX	CLIP, BACKFOLD, plastic clamping: 25mm (-1mm)				
3	50	BOX	CLIP, BACKFOLD, plastic clamping: 32mm (-1mm)				
4	50	BOX	CLIP, BACKFOLD, plastic clamping: 50mm (-1mm)				
5	200	set	Sticky Note with "SIGN HERE" for documents tabbing, colorful, repositionable semi transparent self-adhesive, 100 per set				
6	3	box	ENVELOPE, expanding, kraft, legal - color pink, 100's per box				
7	3	box	ENVELOPE, expanding, kraft, legal - color green, 100's per box				
8	3	box	ENVELOPE, expanding, kraft, legal - color orange, 100's per box				
9	3	box	ENVELOPE, expanding, kraft, legal - color blue, 100's per box				
10	3	box	ENVELOPE, expanding, kraft, legal - color red, 100's per box				
11	3	box	ENVELOPE, expanding, kraft, legal - color yellow, 100's per box				
12	3	box	FOLDER, expanding / pressboard, legal - color pink, 100's per box				
13	3	box	FOLDER, expanding / pressboard, legal - color green, 100's per box				
14	3	box	FOLDER, expanding / pressboard, legal - color orange, 100's per box				
				73,250.00			

