

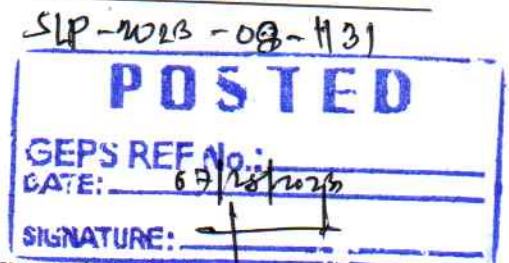
**REQUEST FOR QUOTATION**

**Section 52.1b - Shopping**

RFQ NO. 2023-07-1131  
DATE: July 24, 2023

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

Very truly yours,

**ROLANDO V. CUEVA**  
Regional Procurement Officer

**Terms and Conditions:**

**PURPOSE**

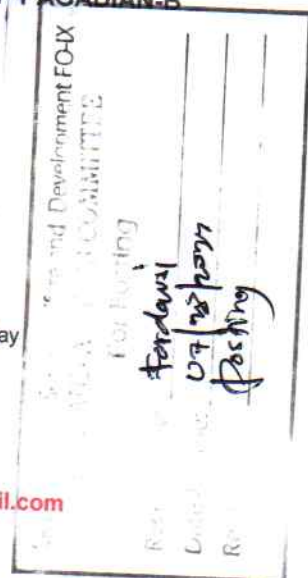
**FOR THE CONSUMPTION OF SLP STAFF-PAGADIAN-B  
CLUSTER COVERED FY. 2023**

**PR NUMBER**

**2023-07-1131**

- |  |   |
|--|---|
| 1. Award shall be made on per  | : <u>Item Basis</u> <input checked="" type="checkbox"/> Lot Basis |
| 2. Quotation validity  | : <b>30 CALENDAR DAYS FROM BID OPENING</b>                        |
| 3. Goods shall be delivered on   | : <b>15 CALENDAR DAYS UPON RECEIPT OF NTP</b>                     |
| 4. Delivery Area   | : <b>PAGADIAN CITY</b>  |
| 5. Terms of payment  | : <b>W/ IN 60 CALENDAR DAYS AFTER DELIVERY</b>                    |
| 6. Liquidated Damages/Penalty  | : <b>1/10 of 1% of undelivered portion x No. of days of delay</b> |
| 7. In case of discrepancy between unit cost and total cost, unit cost shall prevail. |   |
| 8. Warranty  | : <b>N/A</b>  |
| 9. Performance Security  | : <b>N/A</b>  |

Please email your accomplished request for quotation and annex A at **bacrfq.dswdfo9@gmail.com**



(signature over printed name)

**Supplier**

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

Section 52.1b - Shopping

ANNEX A: RFQ  
RFQ NO. : 2023-07-1131  
DATE : July 24, 2023

COMPANY NAME: DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
COMPANY ADDRESS: GENERAL VICENTE ALVAREZ ST., ZAMBOANGA CITY  
CONTACT PERSON: DENNIS DC. CATIS  
CONTACT NO. 09566878989

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
1	50	reams	PAPER, MULTICOPY, A4, 80GSM	53,995.00			
2	100	reams	PAPER, MULTICOPY, LEGAL, 80GSM				
3	5	box	CLIP, BACKFOLD 19mm				
4	5	box	CLIP, BACKFOLD 25mm				
5	5	box	CLIP, BACKFOLD 32mm				
6	5	box	CLIP, BACKFOLD 50mm				
7	25	pcs.	CORRECTION TAPE, 8m				
8	2	box	ENVELOPE, DEOCUMENTARY, FOR LEGAL SIZE DOCUMENT				
9	2	box	ENVELOPE, EXPANDING, KRAFT, LEGAL, YELLOW				
10	3	box	FOLDER, EXPANDING				
11	50	pcs.	SIGN PEN, BLACK				
12	25	pcs.	SIGN PEN, BLUE				
13	10	pcs.	MARKER, WHITEBOARD, BLACK				
14	10	pcs.	MARKER, PERMANENT, BLACK, BULLET TYPE				
15	4	pcs.	STAPLER, STANDARD TYPE, No. 35 W/ REMOVER				
16	5	box	STAPLE, WIRE, STANDARD No. 35 (BOX OF 5,000 pcs.)				

PURPOSE : FOR THE CONSUMPTION OF SLP STAFF-PAGADIAN-B CLUSTER  
COVERED FY. 2023

PR. NO. : 2023-07-1131

(SIGNATURE OVER PRINTED NAME)  
SUPPLIER

DENNIS DC. CATIS  
CANVASSER