

REQUEST FOR QUOTATION

Section 53.9-Small Value Procurement

RFQ NO. 2024-0145
DATE: 02-19-24

HFE-2024-02-0145

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

POSTED
GEPs REF No.: _____
DATE: 02/19/2024
SIGNATURE: _____

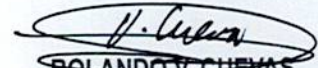
Sir/Madam:

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 comply with **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 copy of this effect.

Please submit this form together with Annex A to **DSWD FO IX BAC OFFICE** on or before **26 FEB 2024 @ 05:00 PM**

Very truly yours,


ROLANDO V. CUEVAS
Regional Procurement Officer

Terms and Conditions:

PURPOSE	:	CONDUCT OF STAFF DEVELOPMENT MEETING AT HOME FOR THE ELDERLY
PR NUMBER	:	2024-01-0145
1. Award shall be made on per	:	<input type="checkbox"/> Item Basis <input checked="" type="checkbox"/> Lot Basis
2. Quotation validity	:	30 CALENDAR DAYS FROM BID OPENING
3. Goods shall be delivered on	:	_____
4. Delivery Area	:	LOGOY DIUTAY TALON-TALON 2ND COMPOUND DSWD-HOME FOR THE ELDERLY
5. Terms of payment	:	WITHIN 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. : 2024-01-0145
DATE : 62-19-24

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

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
	2	quarter	Conduct of Semestral Staff Development Meeting; 2- Day Activity; Catering Service Two Meals and Two Snacks (4 meals X 4 Snacks=1600 X 40 pax)				
			XX				
			TOTAL	₱128,000.000			

PURPOSE : CONDUCT OF STAFF DEVELOPMENT MEETING AT HOME FOR THE ELDERLY.

PR. NO. : 2024-01-0145

DOCUMENTS REQUIRED DURING RFQ OPENING:

1. Mayor's Permit
2. Philgeps Registration Number
3. Income/Business Tax Return for ABC's Above 500k


CEMILAR GEARA C
PROCUREMENT-FOCAL

CANVASSER

SUPPLIER (Signature over Printed Name)



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