

**REQUEST FOR QUOTATION**

**Section 52.1b - Shopping**

RFQ NO. 2024-03-0495  
DATE: 1-Apr-2024

*SEP-2024-04-495*

**POSTED**  
SEPS REF No: 10711985  
DATE: 4/1/2024  
SIGNATURE: *[Signature]*

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

*April 8, 2024 @ 5:00 pm*

Very truly yours,

*[Signature]*

**ROLANDO V. CUEVA**

Regional Procurement Officer

Terms and Conditions:

- |  |   |   |
|--|---|---|
| <b>PURPOSE</b>   | : | <b>ICT EQUIPMENT-LAPTOP FOR THE USE OF SLP STAFF-RPMO</b>                         |
| <b>PR NUMBER</b>   | : | <b>2024-03-0495</b>   |
| 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   | : | <b>25 CALENDAR DAYS OR UPON RECEIPT OF NTP</b>                                    |
| 4. Delivery Area   | : | <b>ZAMBOANGA CITY</b>   |
| 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: \_\_\_\_\_



