

REQUEST FOR QUOTATION

Section 52.1b - Shopping

RFQ NO. 2024-03-0491
DATE: 24-Apr-2024

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

SLP-2024-04-0491
POSTED
GEPs REF No: 10789515
DATE: 4/24/2024
SIGNATURE: [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 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 29, 2024 @ 5:00 pm

Very truly yours,

ROLANDO V. GUEVA
Regional Procurement Officer

Terms and Conditions:

- PURPOSE** : **(RE-CANVASS) OFFICE EQUIPMENT FOR THE USE OF SLP STAFF-RPMO**
- PR NUMBER** : **2024-03-0491**
- 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 : **10 CALENDAR DAYS OR UPON RECEIPT OF NTP**
- 4. Delivery Area : **DSWD FO IX**
- 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: _____



