

REQUEST FOR QUOTATION

Section 52.1b - Shopping

RFQ NO. 2024-04-0726
DATE: 30-Apr-2024

SLP-2024-05-0726

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

POSTED
GEPs REF No.: 10812995
DATE: 5/21/2024
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 **MAY 13, 2024 @ 5:00 pm**

Very truly yours,

[Signature]
ROLANDO V. CUEVA
Regional Procurement Officer

Terms and Conditions:

- | | | |
|--|---|---|
| PURPOSE | : | FOR THE CONSUMPTION OF SLP STAFF PAGADIAN A CLUSTER |
| PR NUMBER | : | 2024-04-0726 |
| 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 | : | 7 CALENDAR DAYS OR UPON RECEIPT OF NTP |
| 4. Delivery Area | : | SWADT, PAGADIAN |
| 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: _____





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

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
 GENERAL VICENTE ALVAREZ ST., ZAMBOANGA CITY
 DENNIS DC. CATIS
 09566878989

Section 52.1b - Shopping

ANNEX A: RFQ
 RFQ NO. : 2024-04-0726
 DATE : 2024-04-30

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
1	10	pc.	HEAVY DUTY STAPLER No. 35 WITH STAPLER REMOVER	139,160.00			
2	30	pc.	STICKY NOTES (3X3)				
3	50	pc.	BALLPOINT PEN (0.5) BLACK				
4	100	pc.	SIGN PEN (03 GEL INK PEN- BLACK)				
5	50	pc.	CORRECTION TAPE 50mm				
6	40	box	FASTENER				
7	2	box	EXPENDABLE ENVELOPE (YELLOW)				
8	5	pc.	SCISSORS (BIG SIZE)				
9	300	ream	BONDPAPER LEGAL SIZE, 80GSM				
10	100	ream	BONDPAPER A4 SIZE, 80GSM				
11	20	roll	TRANSPARENT TAPE 24mm				
12	3	box	FOLDER EXPANDING KRAFT LEGAL (YELLOW BOX OF 100)				
13	10	box	WHITEBOARD MARKER (REFILLABLE)				
14	50	box	STAPLE WIRE, STANDARD No. 35 (BOX OF 5,000pcs)				
15	15	box	BINDER CLIP 2" 51mm				
16	15	box	PAPER CLIP, VINYL/PLASTIC COATED, 50mm				
17	3	pc.	STAMP PAD				
18	3	pc.	CALCULATOR (12DIGITS)				
19	5	bottle	PRINTER INK (EPSON) BLACK -003				
20	2	bottle	PRINTER INK (EPSON) CYAN -003				
21	2	bottle	PRINTER INK (EPSON) MAGENTA -003				
22	2	bottle	PRINTER INK (EPSON) YELLOW -003				

