

**REQUEST FOR QUOTATION**

**Section 52.1b - Shopping**

RFQ NO. 09-1320  
DATE: 20-Sep-2024

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

Sir/Madam:

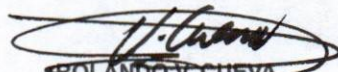
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in **Annex A**. Failure to indicate **TECHNICAL SPECIFICATIONS** could be basis for non-compliance. Also, furnish us with the descriptive brochures, catalogues, 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

Sept. 24, 2024 @ 09:00 AM

Very truly yours,

  
**ROLANDO V. CUEVA**  
Regional Procurement Officer

**Terms and Conditions:**

- PURPOSE** : OFFICE SUPPLIES FOR BDSK USE
- PR NUMBER** : **2024-09-1320 A**
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 upon receipt of approved NTP**
4. Delivery Area : **BDSK POLANCO**
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: \_\_\_\_\_



Philippine Social Security System  
Philippine Health Insurance Corporation  
Philippine Life Insurance Corporation

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



**Section 52.1b - Shopping**

ANNEX A: RFQ : 08-1301  
RFQ NO. :  
DATE : 2024-08-20

ITEM NO.	QTY.	UNIT	REMARKS/SPECIFICATIONS	TOTAL AMT	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
1	2	ROLLS	2 ROLLS OF CLOTH FOR SCHOOLDING RESIDENTS				
2	100	PCS	DOUBLE VERTICAL WALL HANGING FLOWER POT, REMOVABLE GOOD QUALITY (50 PCS GREEN COLOR LENGTH 13 INCHES, WIDTH 5 INCHES HEIGHT 4 INCHES)				
3	100	PCS	FLOWER POT HANGING BASKET WITH CHAIN GOOD QUALITY SIZE 20 CM, BOTTOM DIAMETER 8 CM, CHAIN LENGTH 40 CM, MATERIAL PLASTIC				
4	25	PCS	SPOUT WHISTLE WITH CORD GOOD QUALITY MATERIALS STAINLESS STEEL SIZE LENGTH 4X1.7X2 CM CORD ROPE 42 CM				
5	50	BOXES	BLACK GEL SIGN PEN 0.35 MM HIGH QUALITY INK BLACK COLOR SMOOTH WRITING 12PCS/BOX BRANDED				
6	100	PCS	CORRECTION TAPE HIGH QUALITY 5MMX3MM FAST CLEAN AND EASY TO USE TEAR RESISTANT TAPE, CLEAR CASING, INDIVIDUAL PACKAGING				
7	100	ROLLS	PAPER MASKING TAPE 1 INCH X 10 M ROLL HEAVY DUTY				
8	150	PCS	EXPANDED BRAND ENVELOPE WITH GARTER LONG THICK GOOD QUALITY				
9	100	ROLLS	DOUBLE SIDED TAPE 1/2 INCH X 10M/ROLL HEAVY DUTY	90,150.00			
10	100	ROLLS	DOUBLE SIDED TAPE 1 INCH X 10M/ROLL HEAVY DUTY				
11	4	REAMS	LONG WHITE FOLDER GOOD QUALITY 11 PT THICKNESS 100 PCS/REAM				
12	10	PACK	PINK EXPANDED PRESS LONG FOLDER GOOD QUALITY THICK 10 PCS/PACK				
13	10	PACK	YELLOW EXPANDED PRESS LONG FOLDER GOOD QUALITY THICK 10 PCS/PACK				
14	10	PACK	GREEN EXPANDED PRESS LONG FOLDER GOOD QUALITY THICK 10 PCS/PACK				
15	10	PACK	ORANGE EXPANDED PRESS LONG FOLDER GOOD QUALITY THICK 10 PCS/PACK				
16	10	BOXES	LONG LEGAL BOND PAPER COLOR ULTRA WHITE 70 GSM 500 SHEETS/REAM THICKNESS SUBS 20.5 REAMS/BOX XXXXXXXXXXXXXXXXXXXXXXX				

PURPO : OFFICE SUPPLIES FOR BPSK USE  
PR. NO : 2024-08-1301

*[Signature]*  
CANVASSER

**DOCUMENTS REQUIRED DURING RFQ OPENING:**  
1. Mayor's Permit  
2. Philgeps Registration Number

DSWD Field Office IX, General Vicente Alvarez Street, Zamboanga City, Philippines 7000  
Website: <http://www.dswd.gov.ph> | Email: [dswd@dswd.gov.ph](mailto:dswd@dswd.gov.ph) | Tel Nos: (052) 591-5033/591-5036 | Telefax: (052) 593-0652



(SIGNATURE OVER PRINTED NAME)  
SUPPLIER