

**REQUEST FOR QUOTATION**

Section 52.1b - Shopping

RFQ NO. 2024-09-1297  
DATE: 18-Sep-2024

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

**MNLF-2024-09-01297**  
**POSTED**  
GEPS REF No: 11316911  
DATE: 10/01/2024

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

**07 OCT 2024 @ 05:00 pm**

Very truly yours,

**ROLANDO V. CUEVA**  
Regional Procurement Officer

Terms and Conditions:

- PURPOSE** : MNLF TP OFFICE SUPPLIES
- PR NUMBER** : 2024-09-1297
- 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 : **15 CALENDAR DAYS 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: \_\_\_\_\_

