

REQUEST FOR QUOTATION

Section 52.1b - Shopping

RFQ NO. 2024-12-1532
DATE: 5-Dec-2024

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

HRMDD-2024-12-01532
POSTED
GEP'S REF No.: 11583756
DATE: 01/12/2024
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

Very truly yours,
[Signature]
ROLANDO V. CUEVA
Regional Procurement Officer

Terms and Conditions:

- PURPOSE** : **FOR THE USE OF HRMDD IN DAILY TRANSACTIONS**
- PR NUMBER** : **2024-12-1532**
- 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 : **20 CALENDAR DAYS**
- 4. Delivery Area : **Dswd FOIX Zamboanga City Zds**
- 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: _____





Department of Social Welfare and Development
Field Office 3 - Zamboanga Peninsula

Section 52.1b - Shopping

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

ANNEX A: RFQ
RFQ NO. : 2024-12-1532
DATE : 2024-12-05

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL AMT	BIDDERS SPECIFICATIONS	UNIT COST	TOTAL COST
1	190	unit	Glossy Photopaper A4 220 GSM 20 sheets per pack				
2	30	reams	Canon Laid Special Paper (Long, Yellow)				
3	100	reams	Shaker Paper A4 136GSM 50 Sheets per pack				
4	20	unit	DATA FILE BOX/BOX FILE/MAGAZINE BOX (RED & YELLOW) CHIPBOARD SIZE: 15.5" X 9.5" X 4.5"				
5	30	unit	Two Hole Binder Portable Folder A4 Strong Durable Polypropylene Pressboard covered folders with a premium quality	247,300.0			
6	30	unit	Set Brother Ink BTD80BK: Black BT800C: Cyan BT500M: Magenta BT500CY: Yellow				
7	70	unit	Epson Ink 003 65ML: Black				
8	34	unit	Epson Ink 003 65ML: Cyan				
9	34	unit	Epson Ink 003 65ML: Magenta				
10	34	unit	Epson Ink 003 65ML: Yellow				

PURPOSE : FOR THE USE OF HRMDD IN DAILY TRANSACTIONS

PR. NO. : 2024-12-1532

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

(SIGNATURE OVER PRINTED NAME)
SUPPLIER

RHON V. ELLOT
CANVASER

DSWD Field Office IX, General Vicente Alvarez Street, Zamboanga City, Philippines 7000
Website: <http://www.dswd.gov.ph/fo9@dswd.gov.ph> Tel Nos: (052) 991-6030/991-6056 Telefax: (062) 991-

