

REQUEST FOR QUOTATION

Shapping

RFQ NO.

2025-03-13-356

DATE:

17-Mar-2025

COMPANY NAME
COMPANY ADDRESS
CONTACT PERSON
CONTACT NO.
COMPANY TIN

Sir/Madam:

:

POSTED

DA: E: ____

SIGNATURE:

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

Morch 24,2025@ 5

Very truly yours,

ROLANDO V. CUEVA

Regional Procurement Officer

Terms and Conditions:

PURPOSE

OFFICE SUPPLIES TO BE USED BY THE IAU IN DAILY OPERATIONS

FOR CY 2025

PR NUMBER

2025-03-13-356

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 approved PO

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





COMPANY NAME
COMPANY ADRESS
CONTACT PERSON
CONTACT NO.

ANNEX A: RFQ
RFQ NO. :
DATE :

2025-02-10-66 2025-02-11

| 18 | 17 | 16 | 15 | 14 | 13 | 12 | 11 | 10 | 9 | 80 | 7 | 6 | O1 | 4 | ω | 22 | 4 | ILEM NO. | ON MOT |
|-----------------------------------------------------|-----------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|--------------------------------------------------|---------------------|--------------------------------------------------------------------|-----------------------------------------------------------------------|-----------------------------------------------------------------------------|-------------------------------------|-----------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| 1 | 1 | 2 | - | 6 | 10 | 7 | 12 | 10 | 3 | 10 | 15 | 10 | υ. | _ | 1 | - | 2 | VII. | OTV |
| unit | piece | pcs | unit | bottle | packs | pack | box | pcs | pcs | pcs | pcs | ream | box | unit | gal | unit | piece | CIVIL | TINIT |
| Scissors (Stainless); heavy duty, at least 8 inches | Magnetic Labeling Tape; at least 10meters Length; at least 25mm width | Adaptor (1 Universal Socket Adapter and 1 4-Gang Adapter with Swing Type Plug 10A); Insides are made of copper; durable and highly conductive; Maintain their grip on the plugs even after thousands of use | Extension Cord Set with Individual Switch 6-Gang; Surge (lightning) protection; Built in safety breaker; Flame retardant; at least 93% Copper; All Universal socket; at least 1.83 meters cord length. | Authentic Young Living Pure Essential Oil 15ml(2pcs Peppermint, 2pcs Lemon, 2pcs Lavander) for YL Diffuser | WIPES (100% natural WITH ALOE VERA and Vitamin E; Paraben-free, Alcohol-free, and Chlorine-free; at least 80 sheets); with at least 2 years expiry date | Correction Tape CT-04 5mmx6m; 3pcs in 1 pack | Facial Tissue Largebox ; at least 2Ply 250 Pulls | Lead Refill; 0.5 HB | Mechanical Pencil; H-325 0.5 Pencil; durable; Color Black or Clear | 50 Sheets Colored and Writeable Index Tabs Sticky Notes; Size: 5x9 cm | 200 Sheets Color Transparent Fluorescent Sticky Note Flags Tabs; 18.75x75Mm | Bondpaper A4; at least substance 20 | BLUE SIGN PEN RETRACTABLE; V5 RT 0.5mm (Extra-Fine) Roller Ball (12pcs/box) | Rechargeable Circulator Fan with Night Light; white/ Wooden design; Usage duration at least 80hrs; tilted up to 90 degrees horizontal and vertically oscillation; Charging and full charge indicators; at least 3-fan speed; With warranty | 70% Ethyl Alcohol; 1 Gallon; with mild fragrance | Wireless Presenter Remote Clicker Laser Pointer (Compatible for MAC OS); Rechargeable; at least 90 days battery life; with magnetic receiver USB+Type C; laser distance of at least 200m; at least 50 meters remote control; usb charging; at least 2.4GHz; With Warranty | Adjustable Table Hanging Bag Hook; Punch-Free; WHITE; aluminum alloy; adjustable at least 2.65 inches | A UNIVERSITY OF EVERYORIS | PURCHASER'S SPECIFICATIONS |
| | | | | | 117,797.75 | | | | | | | | | | | | | I OTAL ABC | TOTAL ABO |
| | | | | | | | | | | | | | | | | | | MADERIAL OF ACCUSANCE AND ACCU | BIDDER'S SPECIFICATIONS |
| | | | | | | | | | | | | | | | | | OK. | CITAL COOL | UNIT COST |
| | | | | | | | | | | | | | | | | | | YOUTH COOK | TOTAL COST |

| Rechargeable BATTERY; AAA, original; (same brand with the charger); 4pcs per pack; at least 800mAh; Up to 5 years Battery Life; Charges up to 1000 cycles | pack | CJ. | 42 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-------|----|
| Bondpaper Long; at least substance 20 | ream | 5 | 41 |
| 3x3 400 Sheets Sticky Notes Pad | pc | S | 40 |
| Tape Transparent; 1inch; at least 100m | pc | 3 | 39 |
| Organizer Rack Kitchen Pull Out with Sliding Organizers Shelves; black gray; made of carbon steel 2 layers; at least 45cm x 35.5cm x 26 cm; Color white | unit | 2 | 38 |
| Adhesive Wall Hook Reusable Non-Slip Non-marking Heavy Duty (10pcs/pack) | pack | 2 | 37 |
| Durable Folding Chair lifetime; Color black; Steel frane; Made of UV-Protected High-Density Polyethylene (HDPE); with local supplier warranty | unit | - | 36 |
| Glasstop Dual Motor Smart Standing Desk with drawer; table top: at least 120x60cm; at least 100kg capacity with anti-collision; Height range at 71.5-121.5cm; at least 30mm/s adjustment speed; at least 3 USB charging ports at least 1 USB C; bluetooth controllability; with wireless charging dock; at least 2 | unit | - | 35 |
| Automatic Drinking Water Pump Portable USB Wireless Electric; Rechargeable; 1200 mAh lithium battery; can pump about 8-10 barrels of water continuously; with charging cable | unit | prost | 34 |
| Energy-Saving Screw-In Bulb E27 Screw Cap 18W; White | рс | ω | 33 |
| Trodat 7011 Refill Ink for Stamp Pads (Black); original; at least 28ml | pc | 2 | 32 |
| Cutter Blade/Spare Blade Refill (Small); at least 10 pcs per tube | tube | 2 | 31 |
| HANDHELD CUTTER; Small; Stainless Case; 9x80mm | pc | - | 30 |
| Expandable Clipboard Long With Cover (Black, Plastic, Durable, 2 metal clips- side and upper clips) | рс | S | 29 |
| L Folder Clear Transparent Plastice (100pcs/pack) | pack | 2 | 28 |
| Authentic DCP-T720DW Ink- Yellow | pc | 2 | 27 |
| Authentic DCP-T720DW Ink-Red | pc | 3 | 26 |
| Authentic DCP-T720DW Ink-Blue | pc | 3 | 25 |
| Authentic DCP-T720DW Ink-Black | pc | 4 | 24 |
| Ethyl Alcohol Spray at least 330ml; 70% Ethyl; with mild fragrance | рс | 1 | 23 |
| Digital Wall Clocks LED; Large Display; Wall-mounted Multi-functional with Temperature, Date,Calendar; at least 10inches; dual power supply (battery and usb plug in); durable | unit | 1 | 22 |
| Wireless headphones with USB-C Charging Cable and Carrying Case; at IP55 water resistant, Bluetooth 5.3, atleast 12 playtime; Pro Open-Ear 10thGen Bone Conduction Headphones; black; standard size; Dual Noise-Canceling Microphone; with mobile app in App Store; Premium type; with at least 2 years warranty card | unit | 1 | 21 |
| Calculator, 14-Digit Calculator, Extra Large Display, Function Command Signs, 3-Digit Comma Markers, Solar & Battery Power Source, Grey/Black; Metal Faceplate; Size at least 176 × 109 × 21 mm | unit | 1 | 20 |
| USB-C 6-in-1 Multimedia Hub; original & with brand warrantty; compatible for Mac OS; LAN port, USB-C Power Delivery, SD Card Reader, 2 USB-A Port, HDMI port | mit | 1 | 19 |
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| Office Chair; Material: Mesh back with chrome starbase and PVC armrest; Color: Black/Gray; Pneumatic Gaslift: Semi tilting backrest:360 degree swivel: Dimension L 23.62 x W 18.9 x H 36.8 (not exceeding W21) | рс | - | 46 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|---|----|
| Single Hole Puncher 3MM; Stainless Steel; Heavy duty | рс | 1 | 45 |
| Smart Battery Charger AA Ni-Mh With 4 Slots (same brand with the battery); LCD Display showing charging process; Built-in inligent MCU control inligent power-off function; With overcharge and high temperature protection function; With AC power cord | pc | - | 4 |

PR. NO.

PURPOSE

Office supplies to be used by the IAU in daily operations for CY 2025

2025-03-13-356

DOCUMENT/S REQUIRED DURING RFQ OPENING:

1. Mayor's Permit

2. Philgeps Registration Number

(SIGNATURE OVER PRINTED NAME) SUPPLIER

DSWD Field Office IX, General Vicente Alvarez Street, Zamboanga City, Philippines 7000 Website: http://www.dswd.gov.ph/fo9@dswd.gov.ph Tel Nos.:(062) 991-6030/991-6056 Telefax: (062)993-0652

