

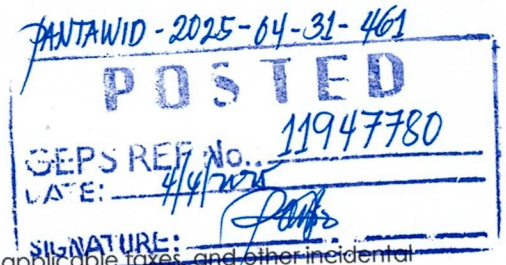
**REQUEST FOR QUOTATION**

**Section 52.1b - Shopping**

RFQ NO. 2025-4-2-355  
DATE: APRIL 2/2025

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 \_\_\_\_\_.

08 APR 2025 @ 9:17am

Very truly yours,

**ROLANDO V. CUEVA**

Regional Procurement Officer

**Terms and Conditions:**

- |  |   |   |
|--|---|---|
| <b>PURPOSE</b>   | : | <b>FOR THE USE PROVINCIAL OFFICE OPERATION ZCIC</b>                               |
| <b>PR NUMBER</b>   | : | <b>2025-03-31-461</b>   |
| 1. Award shall be made on per  | : | <input type="checkbox"/> Item Basis <input checked="" type="checkbox"/> Lot Basis |
| 2. Quotation validity  | : | <b>20 CALENDAR DAYS FROM BID OPENING</b>  |
| 3. Goods shall be delivered on   | : | <b>WITH IN DELIVERY SCHEDULED UPON RECEIPT OF .P.O.</b>                           |
| 4. Delivery Area   | : | <b>DSWD FIELD OFFICE IX ZAMBOANGA CITY</b>  |
| 5. Terms of payment  | : | <b>W/ IN 60 CALENDAR DAYS AFTER DELIVERY</b>                                      |
| 6. Liquidated Damages/Penalty  | : | <b>1/10 of 1% of undelivered portion x No. of days of delay</b>                   |
| 7. In case of discrepancy between unit cost and total cost, unit cost shall prevail. | : |   |
| 8. Warranty  | : | N/A   |
| 9. Performance Security  | : | N/A   |

Please email your accomplished request for quotation and annex A at [bac.dswdfo9@gmail.com](mailto:bac.dswdfo9@gmail.com)

(signature over printed name)

Supplier

PHILGEPS NO.: \_\_\_\_\_  
PHILGEPS EXPIRY: \_\_\_\_\_



ADMINISTRATIVE DIVISION  
PROCUREMENT MANAGEMENT SECTION  
DSWD-GF-002 | REV 02 | 17 AUG 2022

Section 52.1b - Shopping

ANNEX A: RFQ  
RFQ NO. : 2025-3-25-310  
DATE : 3/25/25

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

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
1	600	REMS	PAPER BOND PAPER LONG S-20 @ 5REMS/BX	381,490.00			
2	300	REMS	PAPER BOND PAPER A4 S-20 @ REMS/BX				
3	16	UNITS	HEAY DUTY PLASTIC MONOBLOCK CHAIR				
4	30	BTLS	BT6000 BLACK				
5	4	BTLS	BT500 MAGENTA				
6	4	BTLS	BT500 YELLOW				
7	4	BTLS	BT500 CYAN				
8	48	BTLS	003 BLACK (EPSON)				
9	4	BTLS	003 CYAN (EPSON)				
10	4	BTLS	003 MAGENTA (EPSON)				
11	4	BTLS	003 YELLOW (EPSON)				
12	48	BTLS	001 BLACK (EPSON)				
13	4	BTLS	001 CYAN (EPSON)				
14	4	BTLS	001 MAGENTA (EPSON)				
15	4	BTLS	001 YELLOW (EPSON)				
16	20	PCS	15.5CM SCISSOR HEAVY DUTY STAINLESS STEEL				
17	24	PCS	ADHESIVE SCOTCH TAPE BIG CORE 1 INCH				
18	30	BXS	STAPLE WIRE				
19	100	BXS	PAPER FASTENER (PLASTIC COATED 70MM)				
20	100	BXS	VINYL COATED PAPER YELLOW LONG AT 100 PCS (16 INCHES)				
21	10	BXS	EXPANDED FOLDER YELLOW LONG AT 100(16 INCHES)				
22	10	BXS	EXPANDED FOLDER GREEN LONG AT 100(16 INCHES)				
23	10	BXS	PERMANENT MARKER BLACK				
24	3	PCS	STEEL SHELIVING 1.5M X 0.45M X 1.83M BLACK				
25	20	BXS	SIGN PEN BLACK				
26	10	PCS	STAND FILE BOX (LONG)				
27	20	PCS	STICKY NOTES				

27	20	PCS	STICKY NOTES			

PURPOSE FOR THE USE PROVINCIAL OFFICE OPERATION ZCIC

PR. NO. : 2025-03-31-461

DOCUMENT/S REQUIRED DURING RFQ OPENING:

- 1. Mayor's Permit
- 2. Philgeps Registration Number

  
CARLOS ER  
JUN GLOVA

(SIGNATURE OVER PRINTED NAME)  
SUPPLIER

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