

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Field Office MiMaRoPa Region
1680 F.T. Benitez corner Malvar Sts., Malate, Manila

REQUEST FOR QUOTATION

RFQ No. 2018-12-1725 SVP

Date: December 20, 2018

Company Name :
Company Address :
Contact Person :
Contact No. :
Company TIN :
PhilGEPS Reg. No. :

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 information could be basis for non-compliance. Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are exclusive manufacturer, distributor, or agent in the Philippines for goods listed in Annex A, please attach in your quotation a duly notarized certification to this effect.

Additionally, please attach copies of your Company's Business Permit, PhilGEPS Certificate, latest Income/Business Tax Return and Omnibus Sworn Statement. The Certificate of Platinum Membership maybe submitted in lieu of the Mayor's /Business Permit and PHILGEPS Registration Number

Please accomplish and submit this form together with Annex A to DSWD - Procurement Unit at 2nd Floor 1680 F.T. Benitez corner Malvar Sts., Malate, Manila or fax it through numbers: (02) 336-8106 to 07 loc. 111 or email to: pantawidprocurement4b@gmail.com not later than 5:00PM on December 26, 2018 (Wednesday).

Very truly yours,
HARVEY B. CALABIO
Administrative Officer V
Procurement Section
Telefax: 336-8106 to 07 loc. 101 & 111

Terms and Conditions:

- 1. Award shall be made on per: [] item basis [X] total quoted price [] lot basis
2. Price Validity shall be valid until: One Hundred Twenty (120) Calendar days
3. Good/s shall be delivered on: 15 CALENDAR DAYS UPON RECEIPT OF APPROVED P.O AND FINAL PROOF
4. Place of Delivery: DSWD F.O IV-MIMAROPA, 1680 F.T BENITEZ ST., MALATE, MANILA
5. Terms of Payment: within 15-30 days upon final inspection and acceptance
Payment through LDDAP-ADA (List of Due and Demandable Accounts Payable- Advice to Debit Account)
Account Name: Account Number :
Bank Name: Branch:
**Note: Non Land Bank of the Philippines accounts shall be charged a service fee
6. Liquidated Damages/Penalty: In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay shall be imposed. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of contract, the Procuring Entity may rescind or terminate the contract without prejudice to other courses of action and remedies available under the circumstances.
7. For goods please indicate brand, model and country of origin.
8. In case of discrepancy between unit cost and total cost, unit cost shall prevail.
9. Please indicate warranty:
10. NOTE: "Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www. philgeps.gov.ph to register"

ADRIAN M. BERNULLA
Procurement Officer
Tel. No: 336-8106 Local 101

Signature Over Printed Name
(Supplier)

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
 Field Office MIMAROPA Region
 1680 F. T. Benitez corner Malvar Sts., Malate, Manila

Note: "Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph to register"

Company Name
 Company Address
 Contact Person
 Contact No.
 Company TIN
 PhilGEPS Reg. No.

RFQ No. 2018-12-1725
 Date: _____
 MOP: _____ SVP _____
 (should be filled up by suppliers)

| Item No. | Qty. | Unit | Purchaser's Specifications | Bidder's Specifications | Unit Cost | Total Cost |
|----------|--------|-------|--|---|-----------|------------|
| 1 | 28,333 | sheet | Printing and delivery of Pantawid Pamilya BUS Form Specification: Materials: Sub 24 Size: Legal, 70gsm Color: Black and White Only CD Available with end user BUS Coor. Back to back Printing Packaging: 500 Sheets per Return *****NOTHING FOLLOWS***** Final Delivery - 15 calendar days upon receipt of Final Draft First Draft - 2 working days upon receipt of PO and CD Materials 2nd draft - 2 working days upon receipt of revisions to the First Draft Final Draft - 5 working days upon receipt of approved Final Proof Delivery Place: DSWD F.O.IV-MIMAROPA, 1680 F.T. BENITEZ ST., MALATE, MANILA APPROVED BUDGET COST: 84,999.00 | Note: Please specify brand/ model/ origin Please fill up the space for Bidder's Specification "Failure to indicate information could be basis for non-compliance." | | |

PURPOSE: Printing and delivery of Pantawid Pamilya BUS Form

PR No.: 2018-12-1725

IMPORTANT: The winning bidder MUST SIGN the original copy of Purchase Order (P.O.) at DSWD FO MIMAROPA Region, Procurement Unit within three (3) days from the date advance copy was served thru fax.

FAILURE to show up and sign the original P.O. means the bidder is not interested and will be ground for suspension or blacklisting in DSWD's future biddings.

ADRIAHN M. BERNULLA
 Procurement Officer

 (Signature over printed name)
 Supplier

VAT
 Non-VAT