

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Field Office MiMaRoPa Region

1680 F.T. Benitez corner Malvar Sts., Malate, Manila

REQUEST FOR QUOTATION

RFQ No. 2018-11-1665-SVP

Date: November 26, 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

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: proc.davecorcoro.dswd4b@gmail.com not later than 5:00 PM on , December 3, 2018, 2018 (Monday).

Very truly yours,

HARVY T. CALABIO
Administrative Officer V
Procurement Section

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: December 20, 2018
4. Place of Delivery: MIMAROPA Youth Center (MYC) Brgy. Poblacion, Bansud, Oriental Mindoro
5. Terms of Payment: 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"

DAVE T. CORCORO
Procurement Officer

Telefax: 336-8106 to 07 loc. 101 & 111
Company Phone Number : 0939-502-4258

Signature Over Printed Name
(Supplier)

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RFQ No. **2018-11-1665-SVP**

(Should be filled up by suppliers)

Date: _____

MOP: _____

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

Item No.	Qty.	Unit	Purchaser's Specifications	Bidder's Specifications	Unit Cost	Total Cost
1	10	set	CLERICAL TABLE WITH MOBILE PEDESTAL TABLE > All Steel Body > Dimension: 120cm (L) x 75cm (W) x 75cm (W) > Color: White MOBILE PEDESTAL > Three (3) Drawers, including One (1) Central Lock > Steel with Powder Coating > Dimension: 40cm (W) x 56.5cm (D) x 65.5 (H) > Color: White			
2	1	unit	LOCKER > Four (4) Layer x 12 Utility Cabinet > Stainless Steel > Dimension: 1850mm (H) x 900mm (W) x 400mm (D) > Color: White			
3	5	unit	GANG CHAIR > Four (4) Seats > 100% made of Stainless Steel backrest and seat > Maximum Seating Capacity: 500 kgs > Color: Gray >>>> Nothing Follows <<<<<			
			NOTE: Provided price quote/s shall already include delivery, installation, testing and other applicable costs, if any, for the item/s being quoted.			
			Date of Delivery: December 20, 2018			
			Place of Delivery: MIMAROPA Youth Center (MYC) Brgy. Poblacion, Bansud, Oriental Mindoro			
			APPROVED BUDGET FOR THE CONTRACT: Php212,489.00			
			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: Steel Equipment for the use of MIMAROPA Youth Center (MYC).
 PR No.: 2018-11-1665-SVP

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.


DAVE T. CORCORO
 Procurement Officer

Tel: 336-8106 Local 101 & 111/Email: procurementdswd4dmimaropa@gmail.com
 Company Phone Number : 0939-502-4258

 (Signature over printed name)
 Supplier

VAT
 Non-VAT