

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

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

REQUEST FOR QUOTATION

RFQ No. 2018-09-1329-SVP
Date: September 25, 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.rosiel.dswd4b@gmail.com not later than 5:00 PM on , October 2, 2018 (Monday).

Very truly yours,

HARVY B. CALABIO
Administrative Officer V
Procurement Section

Handwritten signature and date: 9/25/18

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: Three (3) days upon receipt of approved Purchase Order (P.O)
4. Place of Delivery: It is indicated on Annex A of this RFQ
5. Terms of Payment: within 15-30 days upon final inspection and acceptance
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.
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"

ROSIEL O. BALUNGAYAN
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. **2018-09-1329-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
			PURCHASE OF FAMILY FOOD PACKS BOXES Box, Regular Slotted Carton (RSC) Specifications: * RSC Size: (H) 130mm x (L) 395mm x (W) 295mm (+/-5%) * Print Color: Red, Yellow and Blue * DSWD Logo: Based on DSWD Branding Guidelines Note: Inclusive of Hauling Fee Proofing: * 1st Draft: two (2) working days upon receipt of approved Purchase Order (PO) * 2nd Draft: two (2) working days upon receipt of 1st draft			
1	4,000	piece	SWADT PALAWAN Date of Delivery: Three (3) days upon receipt of approved Purchase Order (P.O.) Place of Delivery: DSWD SWADT Palawan Office (No. 54 H. Mendoza St., Puerto Princesa City, Palawan) Contact Person: SWADT Leader - GINA BACOSA Contact Number: 0939-927-0977			
2	2,800	piece	SWADT ROMBLON Date of Delivery: Three (3) days upon receipt of approved Purchase Order (P.O.) Place of Delivery: DSWD SWADT Romblon Office (Servañez Bldg., Brgy. Liwayway, Odiongan, Romblon) Contact Person: SWADT Leader - HAZEL CAAC Contact Number: 0947-472-6283	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."		
			APPROVED BUDGET FOR THE CONTRACT: Php790,000.00			

PURPOSE: Purchase of Family Food Pack Boxes intended to MIMAROPA SWADT's Offices.

PR No.: 2018-09-1329-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.

ROSIEL O. BAEONGAYAN

Procurement Officer

Tel: 336-8106 Local 101 & 111/Email: procurementdswd4mimaropa@gmail.com

Company Phone Number : 0939-502-4258

(Signature over printed name)

Supplier

VAT
 Non-VAT

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 Date: _____
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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
3	piece	1,900	SWADT MARINDUQUE Date of Delivery: Three (3) days upon receipt of approved Purchase Order (P.O.) Place of Delivery: DSWD SWADT Marinduque Office (Capitol Compound, Boac, Marinduque) Contact Person: SWADT Leader - HELEN ALCOPA Contact Number: 0928-602-4244			
4	piece	2,800	SWADT OCCIDENTAL MINDORO Date of Delivery: Three (3) days upon receipt of approved Purchase Order (P.O.) Place of Delivery: DSWD SWADT Occidental Mindoro Office (M.G. Del Pilar St., Brgy. 7, San Jose, Occidental Mindoro) Contact Person: SWADT Leader - SHIELA SARABIA Contact Number: 0920-618-7443			
5	piece	2,800	SWADT ORIENTAL MINDORO Date of Delivery: Three (3) days upon receipt of approved Purchase Order (P.O.) Place of Delivery: DSWD SWADT Oriental Mindoro Office (Capitol Complex, Camiling, Calapan City, Oriental Mindoro) Contact Person: SWADT Leader - SEVERINA BOONGALING Contact Number: 0919-848-8470 >>>> Nothing Follows <<<<			
<p>Page 2 of 2</p> <p>APPROVED BUDGET FOR THE CONTRACT: Php790,000.00</p> <p>Note: Please specify brand/ model/ origin Please fill up the space for Bidder's Specification</p> <p>"Failure to indicate information could be basis for non-compliance."</p>						

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