

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Field Office MiMaRoPa Region

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

REQUEST FOR QUOTATION

RFQ No. 2021-02-0124 SHOPPING

		Date:	February 4, 2021
Company Name		The second second	
Company Address		manus .	
Contact Person		and and a second a	
Contact No.		an Chanton	
Email Address		Topostoria.	
Company TIN	:	notherna and the second	
PhilGEPS Reg. No.			
Sir/Madam:			
the goods listed in Ann	rnment price/s including delivery charges ex A. Failure to indicate information con iteratures and/or samples, if applicable.		
If you are exclusive man a duly notarized certific		ilippines for goods listed in	Annex A, please attach in your quotation
Income/Business Tax	ach copies of your Company's Business Return and Omnibus Sworn Statemen is Permit and PHILGEPS Registration No	t. The Certificate of Platin	PhilGEPS Certificate, latest num Membership maybe submitted in lieu
Please accomplish and	submit this form together with Annex A	to DSWD - Procurement U	nit at 2nd Floor 1680 F.T. Benitez corner
-	anila or fax it through numbers: (02) 5		
	d.gov.ph not later than 5:00 PM on F		
			Very trally yours. ARVY B. CALABIO administrative Officer V Procurement Section
Terms and Conditions	S2		
Services shall be d	l be valid until: One Hundred Twenty (12 at least 7 days after appro	val of PO	lot basis
Place of Delivery:	DSWD MIMAROPA FO - 1680 Be	-	lvar St, Malate, Manila
Terms of Payment			
	LDDAP-ADA (List of Due and Demandab		
Account Name:		Account Number	
Bank Name:	d Bank of the Philippines accounts shall be	Branch:	
6. Liquidated Damas	2 11	chargea a service jee tke full delivery within the ti	ima enacified above
	e liquidated damages shall be at least equa		
	portion for every day of delay shall be im		
And the second s	ten percent (10%) of the amount of contr	And the second s	
the same of the sa	out prejudice to other courses of action ar		
V	ndicate brand, model and country of origin.	iu i cincures available under	SEE DIE DERENDONE DE DON
	uncy between unit cost and total cost, unit cos	st shall prevail.	
Please indicate was			
	pective supplier must be registered at the Phili	ppine Government Electronic I	Procurement System
	EPS). You may visit the PhilGEPS website at	• •	
	•		
JOSHUA ABE	BRIE S. SARMIENTO		
Procus	rement Officer		Signature Over Printed Name
Telefax: 5336-	-8106 to 07 loc. 24052		(Supplier)



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

RFQ	2021-02-0124	
Data		(-h-

(should be filled up by suppliers)

MOP: SHOPPING

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

tem No.	Qty.	Unit		Bidder's Specifications	Unit Cost	Total	Cost
			Purchase of Regular Office Supplies for 1st and 2nd Quarter	The state of the s			
1	200	piece	Ball Point Pen, Black		1		_
2	20	piece	BATTERY, AA, Rechargeable				_
3	5	piece	CALCULATOR, compact, 12 digits		-		-
4	20	pack	CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic		-		_
5	6	piece	Cutter Blade, heavy duty, for general purposes		+	***************************************	
6	6	piece	CUTTER KNIFE, heavy duty, for general purposes				
7	6	box	CLIP BACKFOLD, 50mm				
8	6	piece	CLIPBOARD PLASTIC A4				
9	6	piece	CLIPBOARD PLASTIC Legal				
10	6	piece	DATA FOLDER, made of chipboard, taglia lock			3	
11	6	piece	DATA FILE BOX, made w/chipboard, w close ends				
12	6	piece	DATING and Stamping Machine, Heavy Duty				
13	6	piece	RECEIVED and Stamping Machine, Heavy Duty				
14	6	pack	SERIAL NUMBER and Stamping Machine, heavy Duty				
15	3	box	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents				
16	6	box	FASTENER, Plastic, 70mm between prongs, 50 sets per box				
17	10	box	FOLDER, Tagboard, Legal, 100 pieces per pack				
18	8	pack	FLASH DRIVE, 64 GB capacity, 1 piece in individual pack				
19	14	pad	NOTE PAD, stick-on, (2"x3"), 100 sheets per pad				
20	14	pad	NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	,			
21	14	pad	NOTE PAD, stick-on, (3"x4"), 100 sheets per pad				
22	55	ream	PAPER, Multi-Purpose (COPY) A4, 70gsm				
23	55	ream	PAPER, Multi-Purpose (COPY), Legal size, 70gsm				
24	12	piece	MARKER, permanent, Black, Super Fine Tip				
25	12	piece	MARKER, permanent, Blue, Super Fine Tip				
26	12	piece	MARKER, permanent, Red, Super Fine Tip				
27	12	piece	MARKER, whiteboard, Black, Super Fine Tip				
28	12	piece	MARKER, whiteboard, Blue, Super Fine Tip				
29	12	piece	MARKER, whiteboard, Red, Super Fine Tip				
30	12	piece	MARKER, permanent, Black, Broad				
31	12	piece	MARKER, permanent, Blue, Broad				
32	12	piece	MARKER, permanent, Red, Broad				
33	12	piece	MARKER, whiteboard, Black, Broad				
34	12	piece	MARKER, whiteboard, Blue, Broad				
35	12	piece	MARKER, whiteboard, Red, Broad				
36	12	piece	MARKER, permanent, Black, Fine Tip				
37	12	piece	MARKER, permanent, Blue, Fine Tip				
38	12	piece	MARKER, permanent, Red, Fine Tip				
39	12	piece	MARKER, whiteboard, Black, Fine Tip				
40	12	piece	MARKER, whiteboard, Blue, Fine Tip				
41	12	piece	MARKER, whiteboard, Red, Fine Tip		-		_
	12	-	MARKER, Willieboard, Red, Fille Tip MARKER, Flourescent, 3 colors per pack				-
42		pack			-		-
43	24	piece	SIGN PEN, Black, water and fade proof ink, pigment ink, 0.8mm needle tip				-
44	24	piece	STAMP PAD FELT, bed dimension, 50mm x 100mm min.				-
45	12	pad	Sign Here, Stick on		-		-
	-	-			-		-
	 	-	page 1 of 2				-

PR No :

2021-02-0124

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.

JOSHUA ABBRIE S. GARMIENTO Procurement Officer
Telefax: 5336-8106 to 07 loc. 24052

		 AVI
_		Non-VA7
	(Signature over printed name)	
	Supplier	

Procurement Form No. 04-A (Annex A)

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 vist the PhilGEPS website at www.philgeps.gov.ph to register" Company Name Company Address Contact Person Contact No.		RFQ 2021-02-0124 Date: (should be filled up by suppliers)				
			<u>:</u> <u>:</u> <u>:</u> <u>:</u> <u>:</u> <u>:</u>	MOP: SHOPPING		
Email Ac Compan	idress		<u> </u>			
Item No.	Qty.	Unit		Bidder's Specifications	Unit Cost To	otal Cost
			Purchase of Regular Office Supplies for 1st and 2nd Quarter			
46	15	piece	STAPLER, Heavy duty, standard w/ staple wire remover			
47	20	box	STAPLE WIRE, Heavy duty, No. 35 26/6			
48	15	piece	STAPLE REMOVER, PLIER-TYPE, Metal Heavy duty			
49	10	pack	STICKER PAPER A4 10S			
50	10	pack	PHOTO PAPER, Glossy			
51	5	box	RUBBER BAND, Flat			
52	6	piece	RING BINDER 8.5 X 13"			
53	30	roll	TAPE, Transparent, 24mm, 50 meters length			
54	30	roll	TAPE, Transparent, 48mm, 50 meters length			
55	30	roll	TAPE, Duct, 48mm, 50 meters length			
56	30	roll	TAPE, Masking, 24mm, 50 meters length			
57	30	roll	TAPE, Masking, 48mm, 50 meters length			
58	30	roll	TAPE, Packaging, 48mm, 50 meters length			
59	30	roll	TAPE, Double Sided, 24mm, 50 meters length			
60	30	piece	PLASTIC ENVELOPE, Legal w/out handle clear expanding button type			
61	15	piece	SCISSORS, Heavy duty			
62	10	piece	PUNCHER, Two hole, Heavy duty			
63	13	piece	LOGBOOK, 500 leaves			
			nothing follows			
			Delivery Date: 7 days upon reciept of approved PO			
			Place of delivery: DSWD FO IV- MiMaRoPa, 1680 F.T, Benitez cor.,			
			Malvar sts., Malate, Manila			
			Contact Person: Maida Sarmiento			
			Approved Budget Cost: P 101,457.00			
			Chargeable-againts Sub- ARO No. 330100100001000(DRRP)-2021-			
			MIMAROPA-6			
						3
			0.50			
			page 2 of 2			
PURPOSI	E:	Purchase	e of Regular Office Supplies for 1st and 2nd Quarter			
	hru fax. FAII	OSHUA A	der MUST SIGN the original copy of Purchase Order (P.O.) at DSWD FO MIMAROPA Region to the original P.O. means the bidder is not interested and will be ground for the same of			