



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

**REQUEST FOR QUOTATION**

RFQ No. 2021-02-0162 NP-SVP  
 Date: FEBRUARY 25, 2021

Company Name : \_\_\_\_\_  
 Company Address : \_\_\_\_\_  
 Contact Person : \_\_\_\_\_  
 Contact No. : \_\_\_\_\_  
 Email Address : \_\_\_\_\_  
 Company TIN : \_\_\_\_\_  
 PhilGEPS Reg. No. : \_\_\_\_\_

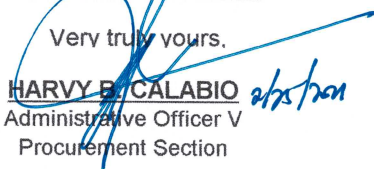
Sir/Madam:

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, Mayor's 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) 5336-8106 to 07 loc. 111 or email to: procurement.fomimaropa@dswd.gov.ph** not later than **5:00 PM on March 5, 2021 (Friday)**.

Very truly yours,  
  
**HARVY B. CALABIO**  
 Administrative Officer V  
 Procurement Section

**Terms and Conditions:**

1. Award shall be made on per:  item basis  total quoted price  lot basis
2. Price Validity shall be valid until: One Hundred Twenty (120) Calendar days
3. Services shall be delivered on: on call basis
4. Place of Delivery: DSWD Regional Office, Malate, Manila to any provinces in MIMAROPA and vice-versa
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](http://www.philgeps.gov.ph) to register"

Telefax: 5336-8106 to 07 loc. 24052  
 Contact Number: 09984746898

\_\_\_\_\_  
 Signature Over Printed Name  
 ( Supplier)



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

**RFQ 2021-02-0162 NP-SVP**  
 Date: \_\_\_\_\_ (should be filled up by suppliers)

MOP: NP- SVP

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

Item No.	Qty.	Unit	Bidder's Specifications	Unit Cost	Total Cost
1	1	LOT	<b>SERVICE PROVIDER FOR THE HAULING AND DELIVERY/LOGISTICS OF DISASTER GOODS, EQUIPMENT, MATERIALS AND OTHER DOCUMENTS</b> <i>Specifications:</i> * On call basis for the hauling from DSWD MIMAROPA Regional Office , Malate , Manila to any places in MIMAROPA provinces DSWD Malate, Manila to San Jose , Occidental Mindoro and vice -versa DSWD Malate, Manila to Puerto Princesa City, Palawan and vice -versa DSWD Malate, Manila to Odiongan, Romblon and vice -versa DSWD Malate, Manila to Boac , Marinduque and vice -versa DSWD Malate, Manila to Calapan City, Oriental Mindoro and vice -versa * On account basis and billing * Payment will be based on actual deliveries * Contract will be whole year 2021 * Minimum of Php 10,000 to maximum of Php 50, 000 per deliveries ( subject for actual billing dependig on the are of destination) * Prospective service provider must submit proposal and rate per destination in MIMAROPA provinces ( please indicate the usual range of cost per delivery)  <b>TOTAL APPROVED BUDGET FOR THE CONTRACT =                      Php 300,000.00 FOR THE WHOLE YEAR</b>		
			PAGE 1 OF 1		
			"Failure to indicate information could be basis for non-compliance."		

**PURPOSE:** SERVICE PROVIDER FOR THE HAULING AND DELIVERY OF DISASTER GOODS, EQUIPMENT AND OTHER MATERIALS AND DOCUMENTS  
**PR No.:** 2021-02-0162'

\_\_\_\_\_  
 (Signature over printed name)  
 Supplier

VAT  
 Non-VAT

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