



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

REQUEST FOR QUOTATION

RFQ No. 2021-05-0407 NP-SVP
Date: May 14, 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

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. 24054 or email to: amberrnulla@dswd.gov.ph not later than 5:00 PM on May 21, 2021 (Friday).

Very truly yours,

HARVY B. CALABIO
Administrative Officer V
Procurement Section

Terms and Conditions:

- Award shall be made on per: item basis total quoted price lot basis
- Price Validity shall be valid until: One Hundred Twenty (120) Calendar days
- Services shall be delivered on: (15)Fifteen Calendar days after receipt of approved P.O
- Place of Delivery: DSWD IV-MIMAROPA, 1680 F.T Benitez St., Malate, Manila
- 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*
- 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.
- For goods please indicate brand, model and country of origin.
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- Please indicate warranty: _____
- 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"

ADRIAHN M. BERNULLA
Procurement Officer
Telefax: 5336-8106 to 07 loc. 24054

Signature Over Printed Name
(Supplier)



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RFQ No. 2021-05-0407

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	Purchaser's Specifications	Bidder's Specifications	Unit Cost	Total Cost
Purchase of Semi-Expandable Office Equipment						
1	2	unit	Projector Specifications: Resolution: 1280x800 Brightness: 3200 Lumens HMDI, USB, 2.0 VGA Headphone LED Light Source LED Lens with Manual and Power Plug			
2	1	unit	Paper Shredder Heavy Duty Shreddable Materials: Paper, Credit Cards, Films Exclusive Oil Free System Large Auto Feed Paper Tray			
3	1	piece	Camera Tripod Heavy Duty Video Camcorder Aluminum Alloy Tripod for DSLR Camera with 360 degree Ball head; Adjustable Height: 62 inch Photo Shooting Fixed Tool; Color: Black with carry bag			
4	3	piece	Camera with Stand for Online/Virtual Meeting 1080p Full HD Video calls (up to 1920x1080 pixels) 720hp Video Calls (up to 1280x720 pixels) with supported client 78 field of view, with automatic focusing function 1.2x hd zoom 228mm extension rod for raising/adjusting camera angle to line of sight Loudspeaker phone Integrated Full-Duplex loudspeaker phone with echo elimination and noise reduction functions Receive/end calls, volume adjustment, mute and camera motion control Compatibility Plug and Play USB Connectivity Certified for Zoom or Google Meet Background Replacement Windows: Compatible and ChromaCam for Windows 4k Streaming and Recording with Remote Control infrared remote control range: 3 meters System Requirements Windows 7,8.1 or 10 MacOS x 10.7 or Later			
Page 1 of 2						
				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: Purchase of Semi-Expandable Office Equipment
 PR No.: 2021-05-0407

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.

ADRIAN M. BERNULLA
 Procurement Officer

Tel: 5338-8106 Local 24054/Email: amburnulla@dswd.gov.ph

 (Signature over printed name)
 Supplier

VAT
 Non-VAT



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RFQ No. 2021-05-0407

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	Purchaser's Specifications	Bidder's Specifications	Unit Cost	Total Cost
Purchase of Semi-Expandable Office Equipment						
5	5	piece	Speaker for Online/Virtual Meeting Interface: Bluetooth, AUX, TF Card and U Disk (Maximum Technical Support 32G TF Card, Udisk Bluetooth Version 5.0 Output Power: 20W Buttons: Power, Source, Volume up and Volume down Power: A/C / DC5V 12A Full Range 360 HD Sound + Deep Bass Working time up to 12 hours Charging time up to 4 hours			
<i>Page 2 of 2</i>						
*****NOTHING FOLLOWS*****						
Approved Budget Cost: Php 100,000.00						
Delivery Time: (15) Fifteen Calendar days after receipt of Approved P.O						
Delivery Place: DSWD F.O IV-MIMAROPA, 1680 F.T Benitez St., Malate, Manila						
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."						

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ADRIA M. BERNULLA
 Procurement Officer

Tel: 5336-5100 Local 24054/Email: ambemulla@dswd.gov.ph

 (Signature over printed name)
 Supplier

VAT
 Non-VAT