



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

REQUEST FOR QUOTATION

RFQ No. 2021-05-0434 NP-SVP

Date: May 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 May 31, 2021 (Monday)**.

Very truly yours,

HARVY B. CALABIO *5/26/21*
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 Calendar days upon issuance of Purchase Order
- Place of Delivery: DSWD Regional Office, 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"**

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

Signature Over Printed Name
(Supplier)



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RFQ 2021-05-0434 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	Item Description	Bidder's Specifications	Unit Cost	Total Cost
			Office Productivity Deployment (Software)			
1	4	pcs	ADOBE CREATIVE CLOUD ALL APPS Includes : Photoshop; Illustrator; inDesign; Adobe XD; Lightroom, Acrobat Pro; Animate ; Dreamweaver; Premiere Pro; Premiere Rush; After Effects ; Dimension; Audition ; InCopy ; Lightroom Classic ; Media Encoder; Character Animator ; Prelude ; Fuse ; Bridge 100GB of cloud storage , Adobe Portfolio , Adobe Fonts and Adobe Spark To be used by Social Marketing Unit Approved Budget for the Contract: Php 140,000.00			
2	1	pc	POWTOON Agency Plan Unlimited Premium Exports Up to 30 min (Full HD) Video length 500 min screen and webcam recording 100gb storage Powtoon Branding removed Download as MP4 Advance animation To be used by Social Marketing Unit Approved Budget for the Contract : Php 60,000.00			
3	1	pc	MAESTRA SUITE Create public transcription links Burn subtitles into video Generate 150+ unique voices Auto translate to 50+ languages Create teams and channels Live support To be used by Social Marketing Unit Approved Budget for the Contract: Php 15,000.00			
4	1	pc	MANGO MAP Map Based Workflows Central Management of Maps Data Management /Map Tools Visualizations Create Teams and channels Live support Approved Budget for the Contract : Php 60,000.00			
5	1	pc	PHP MAKER PHP Automation Tool Generate full set of scripts for MySQL Visualizations Approved Budget for the Contract : Php 20,000.00			
6	1	pc	ZOOM VIDEO WEBINAR 100 interactive video pnelists , 49 viewable on screen at one time Help Tooltip icon Screen sharing from panelists (even videos with audio) Q&A with the ability to like and up vote questions Polling Whiteboarding and annotation tools Live streaming to unlimited audiences on Facebook Live, Youtube and custom streaming services Approved Budget for the Contract : Php 80,000.00 TERMS OF PAYMENT : ANNUALLY TOTAL APPROVED BUDGET FOR THE CONTRACT : Php 375,000.00			
				"Failure to indicate information could be basis for non-compliance."		

PURPOSE: OFFICE PRODUCTIVITY DEPLOYMENT

PR No.: 2021-05-0434

 (Signature over printed name)
 Supplier

VAT
 Non-VAT

IMPORTANT: The winning bidder MUST SIGN the copy of Purchase Order (P.O.) at DSWD FO MIMAROPA Region, Procurement Section within three (3) days from the date of copy was served thru email. FAILURE to sign the P.O. means the bidder is not interested and will be ground for suspension or blacklisting in DSWD's future biddings.