



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

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

REQUEST FOR QUOTATION

RFQ No. 2021-09-0807 SHOPPING

Date: September 16, 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.

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.

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. 24052 or email to: jassarmiento@dswd.gov.ph not later than 5:00 PM on September 23, 2021 (Thursday).

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

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. Services shall be delivered o at least 7 days after approval of Purchase Order
4. Place of Delivery: DSWD MIMAROPA - 1680 F.T. Benitez Street Cor. General Malvar, Malate, Manila
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"

JOSHUA ABBRE S. SARMIENTO
Procurement Officer
Telefax: 5336-8106 to 07 loc. 24052

Signature Over Printed Name
( Supplier)

