



REQUEST FOR QUOTATION

RFQ No. 2021-09-0882 NP SVP
 Date: October 1, 2021

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

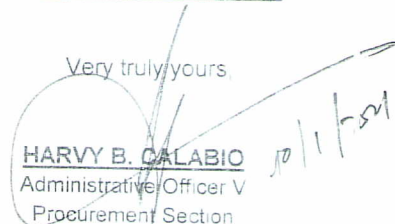
Sir/Madam:

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, 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. 111 or email to: ccrvictorio@dswd.gov.ph** not later than **5:00PM on October 8, 2021 (Friday)**.

Very truly yours,

HARVY B. CALABIO
 Administrative Officer V
 Procurement Section
 Tel. No: 5336-8106 loc 24051-52

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 October 29, 2021
- Place of Delivery: DSWD MIMAROPA 1680 FT Benitez St. cor. Malvar 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"


 CATHERINE CATHY R. VICTORIO
 Procurement Officer
 Tel. No: 5336-8106 loc 24051-52

 Signature Over Printed Name
 (Supplier)



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 visit the PhilGEPS website at www.philgeps.gov.ph to register"

RFQ No. 2021-09-0882 NP SVP
 Date: _____ (to be filled by suppliers)
 MOP: 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 |
|----------|------|------|--|--|-----------|------------|
| 1 | 60 | pc | CUSTOMIZED JACKET with DSWD and PWD Logo and key message | | | |
| | | | Specifications: Type: Wind breaker / material : Microfiber Color: Navy blue and Red / Print: Embroidery Sizes: Small: (5 Red / 5 Navy blue) 10 Medium: (15 Red / 15 Navy blue) 30 Large: (10 Red / 10 Navy blue) 20 | | | |
| 2 | 300 | pc | CUSTOMIZED PLANNER with DSWD and PWD Logo and key message | | | |
| | | | Specifications: Pages: 120-170 pages Materials: Full colored, Hardbound but not heavy, saddle stitch Paper size: 5.8" x 8.3" / Ring Diameter: 1" - 1.2" Paper thickness: 120gsm / Binding: Saddle stitch Thickness of front & back cover | | | |
| 3 | 300 | pc | CUSTOMIZED POLO T-SHIRT with DSWD / PWD Logo and key message | | | |
| | | | Specifications: Material: Cotton Color: Mixed (blue and red) Sizes: Extra small 30 Small 70 Medium 100 Large 60 X-Large 40 | | | |
| 4 | 500 | pc | CUSTOMIZED ID LANYARD with DSWD / PWD Logo and key message | | | |
| | | | Specifications: Material: Thick polyester lace photographic Dimensions: 1 inch x approx. 21.5 inches L Imprint area: 1 inch H x approx. 32 inches L Limitations: full photographic color, text and important content limited to 0.625 inch H only. <i>must followend user design</i> <i>must provide sample 3 days upon receipt of approved PO</i> <i>mjst be flexible to end user deisign</i> <i>must be flexible to end user design</i> ***nothing follows*** Place of delivery: DSWD MIMAROPA 1680 FT Benotex St. cor. Malvar St., Malate, Manila Date of delivery: October 29, 2021 Approved Budget Cost: P/ps 296,000.00 | 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: Advocacy materials relative to persons with disability for dissemination to public, service providers, PWD, families and among others.
PR No.: 2021-09-0882 NP SVP
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.

CATHERINE CATHY R. VICTORIO
 Procurement Officer

Tel: 336-8106 Local 101/Fax No: 8336-8106 Local 24051-52/Email: procurement@dswd.gov.ph

(Signature over printed name)
 Supplier

VAT
 Non-VAT