



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

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

REQUEST FOR QUOTATION

RFQ No. 2021-11-1083 NP SVP

Date: November 19, 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: ccvictorio@dswd.gov.ph not later than 5:00PM on November 23, 2021 (Tuesday).

Very truly yours,

HARVY B. CALABIO
Administrative Officer V
Procurement Section

Tel. No: 5336-8106 loc 24051-52

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 7-10 days upon receipt of approved PO
4. Place of Delivery: DSWD MIMAROPA FO 1680 F.T. Benitez St. cor Malvar St., Malate, Manila
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 sepcified 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 to register"

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

Signature Over Printed Name
( Supplier)



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Date: \_\_\_\_\_ (should 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	2	pc	<b>3-1N-1 MONOCHROME LASER MULTI-FUNCTION CENTRE WITH AUTOMATIC 2-SIDED PRINTING AND WIRELESS NETWORKING</b> 250-sheet default paper tray Wireless & mobile connectivity 3,000-page Optional high-yield toner Interface Hi-Speed 2.0, 10Base-T/100Base-TX, IEEE 802.11 b/g/n (Infrastructure Mode), IEEE 802.11 g/n (Wi-Fi Direct) Mobile Solutions Apple AirPrint, Mopria, Google Cloud Print, Brother iPrint&Scan Copy Speed Up to 34/36 cpm Scanning Speed (Mono/Colour) 22.5 / 7.5 ipm Scan Resolution Optical — 1,200 x 1,200 dpi; Interpolated 19,200 x 19,200 dpi scan to Features SharePoint (PC-CC4 only), Image, OCR, File, Email, FTP Media Size A-4, Letter, A5, (Long Edge), A6, Executive, Legal, Folio, Mexico Legal, India Legal OS Compatibility Windows 7 SPI, 8, 8.1, 10, Server 2008 (Network only), Server 2008 R2 (Network only), Server 2012 (Network only), Server 2012 R2 (Network Only), Server 2016 (Network only), macOS VIO: 10.5, 10.11.x, 10.12.x (Download only), CUPS, LPD/LPRng (x86/x64 environment) 220-240V, AC 50/60Hz			
2	6	pc	<b>USB HEADSET STEREO NO WITH NOISE CANCELLATION MIC, WIRED</b> Packaging ions LxWxH 23x18x3.5cm/9.06x7.09x1.38in Main unit dimension Mono: 149.6 x 59.5 x 170.1 mm/5.88x2.3x6.7 in Stereo: 151.2x59.5x170.4 mm/5.9x2.3x6.7 Weight including main wearing style Stereo 0.132 kg/4.66 oz Mono 0.104 kg/3.67 oz Material used\ and comfortable On-the-ear foam earpads. Connection (computer and mobile devices) USB-A/USB-C Cord length Control cable: 95 cm/37.40 in, HS cable: 120 cm/47.24 in AC power supply USB wer I PC			
3	8	pc	<b>TONER CARTRIDGE</b> High Yield, Approx 3000 pages compatible to the printer Oted above			
4	3	pc	<b>1080p FULL HD WEBCAM</b> Resolution: Full HD 1080P, 1920*1080 Pixels Lens Type: Full HD Glass Lens Viewing Angle: 70 Degrees Focus Type: Fixed Focus Focus Range: 60cm and Beyond Built-in Mic.: Single Digital Mic. Output Format: MJPEG Frame Rate: 30fps USB: USB 2.0 System Requirements Compatible with: Windows 7 / 8 / 8.1 / 10 or Later Works in USB Video Device Class (UVC) Mode: Mac OS 10.10 or Later, Linux OS 2.6 or Later, Chrome OS 6.0 or Later Android V6.0 or Later Compatible with social and video calling software of the above system.  ***nothing follows***  Delivery Place: DSWD MIMAROPA FO 1680 F.T. Benitez St. cor Malvar St., Malate, Manila Delivery Date: 7-10 days upon receipt of approved PO			
				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."		
<b>Approved Budget Cost: Php 179,200.00</b>						

PURPOSE: Purchase of Tables and Chairs for TARA Staff.

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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: [procurementdswd4bmimaropa@gn](mailto:procurementdswd4bmimaropa@gn)

(Signature over printed name)  
Supplier

VAT  
 Non-VAT