



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Field Office MiMaRoPa Region

1680 F.T. Benitez corner Malvar Sts., Malate, Manila

REQUEST FOR QUOTATION

RFQ No. 2021-11-1095 NP SVP

Date: November 29, 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, 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) 336-8106 to 07 loc. 111 or email to: ccvictorio@dswd.gov.ph not later than 5:00PM on December 3, 2021 (Friday).

Very truly yours,

HARVEY 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 December 2021
4. Place of Delivery: Region IV (Subic)
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"

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
			BUS RENTAL			
1	1	Unit	Regional Management Development Conference (RMDC)			
			Date: First day of the Activity @ specified time by the end user			
			Pick up: DSWD MIMAROPA FO1680 F.T. Benitez St. cor Malvar St., Malate, Manila			
			Drop Off: Subic			
			Date: Last day of the Activity @ specified time by the end user			
			Pick up: Subic			
			Drop Off: DSWD MIMAROPA FO1680 F.T. Benitez St. cor Malvar St., Malate, Manila			
			Date: December 2021			
			NOTES:			
			A. Passenger Bus			
			1. Four-Wheeled and Airconditioned bus vehicle with atleast 60 seats excluding driver			
			2. with Locally Manufactured chassis and body			
			3. atleast 2016 model			
			Other inclusions:			
			1. Driver, Driver's salary / meals, fuel, toll fees, parking fees including repairs and maintenance of vehicle through out the contract period.			
			2. Passenger's insurance againts accidenta including all expenses on medical (including but limited to laboratory / hospitalization / medicines and other procedures needed) and accidental death benefit insurance for the passengers in the event of an accident during the rental period.			
			3. Tax included			
			4. Load allowance for the driver to contact passengers			
			5. billing to be forwarded to the Administrative Division one (1) day after the rental period			
			Mode of payment: Government Procedure ***nothing follows***	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."		
			Approved Budget Cost: Php 45,000.00			

PURPOSE: Regional Management Development Conference (RMDC)

PR No.: 2021-11-1095 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

(Signature over printed name)
Supplier

VAT
 Non-VAT