



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

Annex A

REQUEST FOR QUOTATION

RFQ No. 2022-07-0706 NP-SVP  
Date: July 12, 2022

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

Sir/Madam:

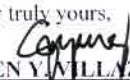
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be basis for non-compliance. Also, furnish us with descriptive brochures, catalogues, literatures and/or 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

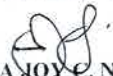
Please accomplish and submit this form together with Annex A to DSWD - Procurement Unit at 2nd Floor 1680 F.T. Benitez corner Malvar Sts., Malate, Manila or fax it through numbers: 5336-8106 to 07 loc. 24051-52 or email to: ejenolasco@dswd.gov.ph not later than 5:00 PM on July 19, 2022 (Tuesday).

Very truly yours,

  
PACITA NOREN Y. VILLALUZORDA  
Administrative Officer IV  
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: Fifteen (15) Calendar Days upon receipt of Approved Purchase Order
- Place of Delivery: Pantawid Provincial Operations Office, 2nd Floor., ALG Commercial Bldg., M.A. Roxas St. Liwayway, Odiangan, Romblon
- 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](http://www.philgeps.gov.ph) to register"

  
EMMA JOYCE NOLASCO  
Procurement Officer

Telephone Number: 5336-8106 to 07 loc. 24051-52

\_\_\_\_\_  
Signature Over Printed Name  
(Supplier)



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. 2022-07-0706

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	Purchaser's Specifications	Bidder's Specifications	Unit Cost	Total Cost
<b>PURCHASE OF SEMI-EXPENDABLE OFFICE EQUIPMENT</b>						
1	1	piece	<b>ELECTRIC FAN (STAND FAN)</b> 18" Blade, 3 speed control system, 3-wing metal blade, Oscillation control adjustable fan head, Chrome plated			
2	1	piece	<b>SPLIT TYPE AIRCON WITH INSTALLATION</b> Digital Inverter Boost 2.0 / 2.5 HP windfree technology Fast Cooling: R32 Refrigerant 3 Care Filter: Triple Protector Plus Quiet Mode: Single User Mode Wattage: 1760 watts Inclusive: Mounting Braket Remote Control with 2 Batteries User Manual and Installation Manual Holder remocon 2 Extra M4 x 12 Tapping screw; 4 rubber foot *****NOTHING FOLLOWS***** <b>APPROVED BUDGET FOR THE CONTRACT:Php52,000.00</b> Place of Delivery: Pantawid Provincial Operations Office, 2nd Floor., ALG Commercial Bldg., M.A. Roxas St. Liwayway, Odiongan, Romblon Date of Delivery: Fifteen (15) Calendar Days upon receipt of Approved Purchase Order			
				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: PURCHASE OF SEMI-EXPENDABLE OFFICE EQUIPMENT

PR No.: 2022-07-0706

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.

**EMMA JOY C. NOLASCO**  
Procurement Officer

Tel: 336-8106 Local 101 & 111/Email: ejcnolasco@dswd.gov.ph

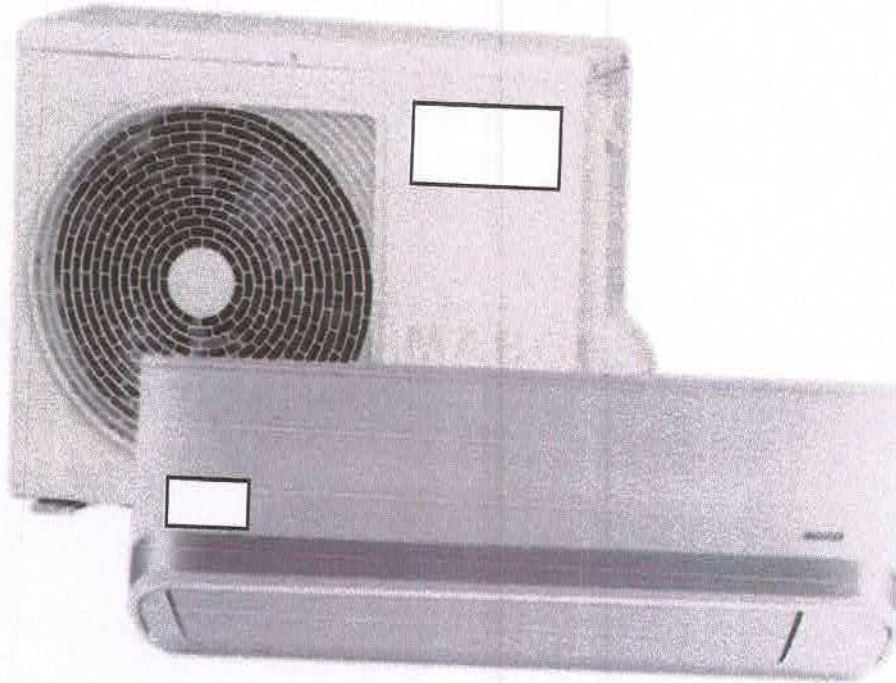
\_\_\_\_\_  
(Signature over printed name)  
Supplier

VAT  
 Non-VAT



3. Split Type Aircon with Installation (Palawan)

Annex B



4. Electricfan Standfan (Romblon)

