



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

REQUEST FOR QUOTATION

RFQ No. 2022-09-0956 Shopping B  
Date: September 23, 2022

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

Sir/Madam:

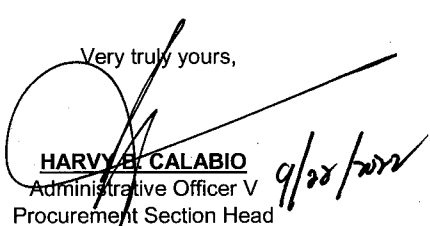
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be basis for non-compliance. Also, furnish us with descriptive brochures, catalogues, literatures and/or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

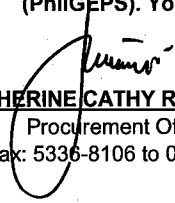
Please accomplish and submit this form together with Annex A to DSWD MIMAROPA Region -BAC Secretariat at 2nd Floor 1680 F.T. Benitez corner Malvar Sts., Malate, Manila or email to: ccvictorio@dswd.gov.ph not later than **5:00 PM on September 30, 2022 (Friday)**. Quotations submitted to different email address(es) as stated above shall not be considered for evaluation. Please indicate in the subject of your email the title of the Project using this format: **[RFQ Number ], [Deadline of Submission]**.

Very truly yours,

  
**HARVEY B. CALABIO**  
Administrative Officer V  
Procurement Section Head

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: within 15 CD upon receipt of approved PO
  - Place of Delivery: DSWD MIMAROPA Regional and Provincial Offices
  - Terms of Payment: within 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 "**

  
**CATHERINE CATHY R. VICTORIO**  
Procurement Officer  
Telefax: 5336-8106 to 07 loc. 24052

Signature Over Printed Name  
(Supplier)



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MOP: Shopping B

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

| Item No. | Qty. | Unit   | PARTICULARS                                                                                                                                                                                                                                                                                                                                                                                                        | Bidder's Specifications (Please fill out the specifications in the space provided)                                                                                   | Unit Cost | Total Cost |
|----------|------|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|------------|
| LOT 1    |      |        | PPEs for DSWD Field Office MIMAROPA Regional and Provincial Offices. (Palawan)                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                      |           |            |
| 1        | 708  | box    | <b>SURGICAL FACE MASK</b><br>Material: Nonwoven + Filter cotton<br>Type: Anti-Dust, Haze, Smoke, Germs<br>Color: Regular color (white and blue)<br>Size: Normal size (17.5 cm x 9.5 cm)<br>Quantity: 50 pcs / pack<br>Specifications:<br>Soft breathable, Soft fibrous material<br>3-layer disposable mask<br>with stretchy ear loops and easy to wear                                                             |                                                                                                                                                                      |           |            |
| 2        | 354  | bottle | <b>ISOPROPYL ALCOHOL</b><br>Main ingredients: 70% Isopropyl alcohol<br>Net weight / volume: 500 ml<br>Feature: Rubbing alcohol antiseptic and disinfectant<br>Kills 99.99% of germs,<br>Hypoallergenic with moisturizer<br>***nothing follows***<br>Delivery Date: within 15 CD upon receipt of approved PO<br>Delivery Place: SWADT Office Palawan-#54 H. Mendoza St.. Brgy. Model, Puerto Princesa City, Palawan |                                                                                                                                                                      |           |            |
|          |      |        | APPROVED BUDGET FOR THE CONTRACT:<br>Seventy-Four Thousand Three Hundred Forty Pesos Only<br>(Php 74,340.00)                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                      |           |            |
|          |      |        | Page 1 of 6                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                      |           |            |
|          |      |        |                                                                                                                                                                                                                                                                                                                                                                                                                    | Note: Please specify brand model/origin .Please fill up the space for Bidder's specification<br>"Failure to indicate information could be basis for non-compliance." |           |            |

PURPOSE: PPEs for DSWD Field Office MIMAROPA Regional and Provincial Offices.  
 PR No.: 2022-09-0956 Shopping B

VAT  
 Non-VAT

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

IMPORTANT: The winning bidder MUST SIGN the original copy of Purchase Order (P.O.) at DSWD FO MIMAROPA Region, Procurement Section within three (3) days from the date advance copy was served thru email. 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.



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MOP: Shopping B

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

| Item No.           | Qty. | Unit   | PARTICULARS                                                                                                                                                                                                                                                                                                                                                                                           | Bidder's Specifications<br>(Please fill out the specifications in the space provided)                                                                                | Unit Cost | Total Cost |
|--------------------|------|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|------------|
| LOT 2              |      |        | PPEs for DSWD Field Office MIMAROPA Regional and Provincial Offices. (Romblon)                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                      |           |            |
| 1                  | 346  | box    | <b>SURGICAL FACE MASK</b><br>Material: Nonwoven + Filter cotton<br>Type: Anti-Dust, Haze, Smoke, Germs<br>Color: Regular color (white and blue)<br>Size: Normal size (17.5 cm x 9.5 cm)<br>Quantity: 50 pcs / pack<br>Specifications:<br>Soft breathable, Soft fibrous material<br>3-layer disposable mask<br>with stretchy ear loops and easy to wear                                                |                                                                                                                                                                      |           |            |
| 2                  | 173  | bottle | <b>ISOPROPYL ALCOHOL</b><br>Main ingredients: 70% Isopropyl alcohol<br>Net weight / volume: 500 ml<br>Feature: Rubbing alcohol antiseptic and disinfectant<br>Kills 99.99% of germs,<br>Hypoallergenic with moisturizer<br>***nothing follows***<br>Delivery Date: within 15 CD upon receipt of approved PO<br>Delivery Place: SWADT Office Romblon-Servañez Bldg., Brgy. Liwayway, Odiongan, Romblon |                                                                                                                                                                      |           |            |
|                    |      |        | APPROVED BUDGET FOR THE CONTRACT:<br>Thirty-Six Thousand Three Hundred Thirty Pesos Only<br>(Php 36,330.00)                                                                                                                                                                                                                                                                                           |                                                                                                                                                                      |           |            |
| <i>Page 2 of 6</i> |      |        |                                                                                                                                                                                                                                                                                                                                                                                                       | Note: Please specify brand model/origin .Please fill up the space for Bidder's specification<br>"Failure to indicate information could be basis for non-compliance." |           |            |

PURPOSE: PPEs for DSWD Field Office MIMAROPA Regional and Provincial Offices.  
 PR No.: 2022-09-0956 Shopping B

VAT  
 Non-VAT

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

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MOP: Shopping B

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

| Item No. | Qty. | Unit   | PARTICULARS                                                                                                                                                                                                                                                                                                                                                                                                       | Bidder's Specifications (Please fill out the specifications in the space provided)                                                                                   | Unit Cost | Total Cost |
|----------|------|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|------------|
| LOT 3    |      |        | PPEs for DSWD Field Office MIMAROPA Regional and Provincial Offices. (Marinduque)                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                      |           |            |
| 1        | 180  | box    | <b>SURGICAL FACE MASK</b><br>Material: Nonwoven + Filter cotton<br>Type: Anti-Dust, Haze, Smoke, Germs<br>Color: Regular color (white and blue)<br>Size: Normal size (17.5 cm x 9.5 cm)<br>Quantity: 50 pcs / pack<br>Specifications:<br>Soft breathable, Soft fibrous material<br>3-layer disposable mask<br>with stretchy ear loops and easy to wear                                                            |                                                                                                                                                                      |           |            |
| 2        | 90   | bottle | <b>ISOPROPYL ALCOHOL</b><br>Main ingredients: 70% Isopropyl alcohol<br>Net weight / volume: 500 ml<br>Feature: Rubbing alcohol antiseptic and disinfectant<br>Kills 99.99% of germs.<br>Hypoallergenic with moisturizer<br>***nothing follows***<br><br>Delivery Date: within 15 CD upon receipt of approved PO<br>Delivery Place: SWADT Office Marinduque-Capitol Compound, Brgy. Bangbanganon, Boac, Marinduque |                                                                                                                                                                      |           |            |
|          |      |        | APPROVED BUDGET FOR THE CONTRACT:<br>Eighteen Thousand Nine Hundred Pesos Only<br>(Php 18,900.00)                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                      |           |            |
|          |      |        | Page 3 of 6                                                                                                                                                                                                                                                                                                                                                                                                       | Note: Please specify brand model/origin .Please fill up the space for Bidder's specification<br>"Failure to indicate information could be basis for non-compliance." |           |            |

PURPOSE: PPEs for DSWD Field Office MIMAROPA Regional and Provincial Offices.  
PR No.: 2022-09-0956 Shopping B

VAT  
 Non-VAT

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

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

| Item No.    | Qty. | Unit   | PARTICULARS                                                                                                                                                                                                                                                                                                                                                                                                                      | Bidder's Specifications (Please fill out the specifications in the space provided)                                                                                   | Unit Cost | Total Cost |
|-------------|------|--------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|------------|
| LOT 4       |      |        | PPEs for DSWD Field Office MIMAROPA Regional and Provincial Offices. (OrMin)                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                      |           |            |
| 1           | 486  | box    | <b>SURGICAL FACE MASK</b><br>Material: Nonwoven + Filter cotton<br>Type: Anti-Dust, Haze, Smoke, Germs<br>Color: Regular color (white and blue)<br>Size: Normal size (17.5 cm x 9.5 cm)<br>Quantity: 50 pcs / pack<br>Specifications:<br>Soft breathable, Soft fibrous material<br>3-layer disposable mask<br>with stretchy ear loops and easy to wear                                                                           |                                                                                                                                                                      |           |            |
| 2           | 243  | bottle | <b>ISOPROPYL ALCOHOL</b><br>Main ingredients: 70% Isopropyl alcohol<br>Net weight / volume: 500 ml<br>Feature: Rubbing alcohol antiseptic and disinfectant<br>Kills 99.99% of germs,<br>Hypoallergenic with moisturizer<br>***nothing follows***<br>Delivery Date: within 15 CD upon receipt of approved PO<br>Delivery Place: SWADT Office 2F RKT Bldg., J.P. Rizal St. cor. Bayabas St., Lalud, Calapan City, Oriental Mindoro |                                                                                                                                                                      |           |            |
|             |      |        | APPROVED BUDGET FOR THE CONTRACT:<br>Fifty-One Thousand Thirty Pesos Only<br>(Php 51,030.00)                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                      |           |            |
| Page 4 of 6 |      |        |                                                                                                                                                                                                                                                                                                                                                                                                                                  | Note: Please specify brand model/origin. Please fill up the space for Bidder's specification<br>"Failure to indicate information could be basis for non-compliance." |           |            |

PURPOSE: PPEs for DSWD Field Office MIMAROPA Regional and Provincial Offices.

PR No.: 2022-09-0956 Shopping B

VAT  
 Non-VAT

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

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| Item No. | Qty. | Unit   | PARTICULARS                                                                                                                                                                                                                                                                                                                                                                                              | Bidder's Specifications (Please fill out the specifications in the space provided)           | Unit Cost | Total Cost |
|----------|------|--------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|-----------|------------|
| LOT 5    |      |        | PPEs for DSWD Field Office MIMAROPA Regional and Provincial Offices. (Field Office Manila)                                                                                                                                                                                                                                                                                                               |                                                                                              |           |            |
| 1        | 684  | box    | <b>SURGICAL FACE MASK</b><br>Material: Nonwoven + Filter cotton<br>Type: Anti-Dust, Haze, Smoke, Germs<br>Color: Regular color (white and blue)<br>Size: Normal size (17.5 cm x 9.5 cm)<br>Quantity: 50 pcs / pack<br>Specifications:<br>Soft breathable, Soft fibrous material<br>3-layer disposable mask<br>with stretchy ear loops and easy to wear                                                   |                                                                                              |           |            |
| 2        | 342  | bottle | <b>ISOPROPYL ALCOHOL</b><br>Main ingredients: 70% Isopropyl alcohol<br>Net weight / volume: 500 ml<br>Feature: Rubbing alcohol antiseptic and disinfectant<br>Kills 99.99% of germs,<br>Hypoallergenic with moisturizer<br>***nothing follows***<br><br>Delivery Date: within 15 CD upon receipt of approved PO<br>Delivery Place: DSWD MIMAROPA FO 1680 F.T. Benitez St. cor Malvar St., Malate, Manila |                                                                                              |           |            |
|          |      |        | APPROVED BUDGET FOR THE CONTRACT:<br>Seventy-One Thousand Eight Hundred Twenty Pesos Only<br>(Php 71,820.00)                                                                                                                                                                                                                                                                                             |                                                                                              |           |            |
|          |      |        | Page 5 of 6                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                              |           |            |
|          |      |        |                                                                                                                                                                                                                                                                                                                                                                                                          | 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: PPEs for DSWD Field Office MIMAROPA Regional and Provincial Offices.  
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VAT  
 Non-VAT

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(Signature over Printed name)  
Supplier

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| Item No. | Qty. | Unit   | PARTICULARS                                                                                                                                                                                                                                                                                                                                                                                           | Bidder's Specifications<br>(Please fill out the specifications in the space provided)        | Unit Cost | Total Cost |
|----------|------|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|-----------|------------|
| LOT 6    |      |        | PPEs for DSWD Field Office MIMAROPA Regional and Provincial Offices. (OccMin)                                                                                                                                                                                                                                                                                                                         |                                                                                              |           |            |
| 1        | 308  | box    | <b>SURGICAL FACE MASK</b><br>Material: Nonwoven + Filter cotton<br>Type: Anti-Dust, Haze, Smoke, Germs<br>Color: Regular color (white and blue)<br>Size: Normal size (17.5 cm x 9.5 cm)<br>Quantity: 50 pcs / pack<br>Specifications:<br>Soft breathable, Soft fibrous material<br>3-layer disposable mask<br>with stretchy ear loops and easy to wear                                                |                                                                                              |           |            |
| 2        | 154  | bottle | <b>ISOPROPYL ALCOHOL</b><br>Main ingredients: 70% Isopropyl alcohol<br>Net weight / volume: 500 ml<br>Feature: Rubbing alcohol antiseptic and disinfectant<br>Kills 99.99% of germs,<br>Hypoallergenic with moisturizer<br>***nothing follows***<br>Delivery Date: within 15 CD upon receipt of approved PO<br>Delivery Place: SWADT Office M.H. Del Pilar St., Brgy. 7, San Jose, Occidental Mindoro |                                                                                              |           |            |
|          |      |        | APPROVED BUDGET FOR THE CONTRACT:<br>Thirty-Three Thousand Three Hundred Forty Pesos Only<br>(Php 32,340.00)                                                                                                                                                                                                                                                                                          |                                                                                              |           |            |
|          |      |        | ✓ GRAND TOTAL APPROVED BUDGET FOR THE CONTRACT:<br>Two hundred Eighty-Four Thousand Seven Hundred Sixty Pesos Only.<br>(Php 284,760.00)                                                                                                                                                                                                                                                               | Note: Please specify brand model/origin .Please fill up the space for Bidder's specification |           |            |
|          |      |        | Page 6 of 6                                                                                                                                                                                                                                                                                                                                                                                           | "Failure to indicate information could be basis for non-compliance."                         |           |            |

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