



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

REQUEST FOR QUOTATION

RFQ No.: 2022-09-0968-NP-SVP  
Date: September 29, 2022

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

Sir/Madam:

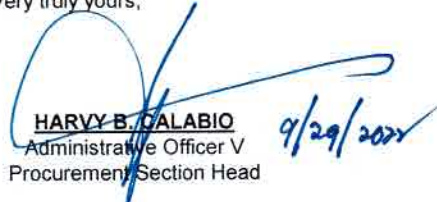
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be basis for non-compliance. Also, furnish us with descriptive brochures, catalogues, literatures and/or 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: [procurement.fomimaropa@dswd.gov.ph](mailto:procurement.fomimaropa@dswd.gov.ph)/[dcorcoro@dswd.gov.ph](mailto:dcorcoro@dswd.gov.ph) not later than **5:00 PM on October 6, 2022 (Thursday)**. 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,

  
**HARVY B. GALABIO**  
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: Thirty (30) days upon receipt of Approved Purchase Order (PO)
- Place of Delivery: SWADT Occidental Mindoro Office (M.H. Del Pilar St., Brgy. 7, San Jose, Occidental Mindoro)
- 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"

  
**DAVE T. CORCORO**  
Procurement Officer

Telefax: 5336-8106 to 07 loc. 24052

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



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Date: \_\_\_\_\_ ( should be filled up by supplier )

MOP: NP- SVP

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

Item No.	Qty.	Unit	Bidder's Specifications	Unit Cost	Total Cost
<b>Lot 1</b>					
1	3	unit	<b>SPLIT TYPE AIR-CONDITIONING UNIT (INVERTER 1.5HP)</b>		
			<b>Specifications:</b>		
			> R410a Refrigerant		
			> Titan gold, Full 5D DC Inverter		
			> 5-1 Health Filter, up to 60% energy saving		
			> Auto protection & auto resistant, anti-mosquito function		
			> Timer, Dehumidifier, extra low noise		
			> Low voltage start up, Wide voltage operation, global power supply		
			> Fast cooling, 10 hour automatic power off		
			> Applicable unloaded area 15sqm - 23sqm		
			> With Free Installation		
			<b>Approved Budget Cost: Php149,997.00</b>		
<b>Lot 2</b>					
1	5	unit	<b>STAND FAN</b>		
			<b>Specifications:</b>		
			> 18-inch Blade		
			> 3-Speed Rotary Switch		
			> Tilting head adjustment with oscillation		
			> Easy height adjustment		
			> Round and stable plastic base		
			> High performance motor		
			> With thermal fuse protection		
			<b>Warranty: One (1) Year Fan Motor</b>		
			<b>Approved Budget Cost: Php25,000.00</b>		
			<b>&gt;&gt;&gt;&gt; NOTHING FOLLOWS &lt;&lt;&lt;&lt;&lt;</b>		
			<b>Date of Delivery:</b> Thirty (30) days upon receipt of approved Purchase Order (PO)		
			<b>Area of Delivery:</b> SWADT OCCIDENTAL MINDORO OFFICE (M.H. Deli Pilar St., Brgy. 7, San Jose, Occidental Mindoro)		
			<b>Contact Person:</b> MS. SHEILA D. SARABIA		
			<b>Contact Number:</b> 0915-959-8195		
			<b>TOTAL APPROVED BUDGET FOR THE CONTRACT:</b> One Hundred Seventy-Four Thousand Nine Hundred Ninety-Seven Pesos Only (Php 174,997.00)		
			<b>Note:</b> 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 Split Type Air-conditioning Unit and Stand Fan for the CIS PSP-AICS Staff in SWADT Occidental Mindoro Office.

PR No.: 2022-09-0968-NP-SVP

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 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.