



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

REQUEST FOR QUOTATION

RFQ No.: 2022-09-0978-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 / dtcorcoro@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. 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: Thirty (30) days upon receipt of Approved Purchase Order (PO)
- Place of Delivery: SWADT Oriental Mindoro Office (Capitol Complex, Brgy. Camilmil, Calapan City, Oriental 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 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 : _____
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 Contact Person : _____
 Contact No. : _____
 Email Address : _____
 Company TIN : _____
 PhilGEPS Reg. No. : _____

Item No.	Qty.	Unit	Bidder's Specifications	Unit Cost	Total Cost
Lot 1					
1	1	unit	AIRCONDITIONING UNIT (WINDOW TYPE AIRCON) 1.5 HP Specifications: > Inverter with remote control > Weight: 35kg > Dimension: 65.5 (L) x 56 (W) x 34.6 (H) cm FEATURES: > 1.5 HP Mechanical Timer > Elegant Design > 4-Way Air Deflection System > Slide Out Chassis > Removable, Washable Intake Grille > Easy to Clean Air Filter > Two (2) Fan Speed > Ventilation Control > Automatic Condensate Removal > R32 Refrigerant TECHNICAL SPECIFICATIONS: > Power Supply 230 V, 1Ø Phase - 60Hz > Cooling Capacity 13,000 kJ/h > Input Power 1,200 W > EER 10.8 kJ/hW > Pipes Sizes (Liquid/Gas) Ø 6.35 (1/4")/ Ø 9.52 (3/8") > Noise Level Range (low) 46 dB (Indoor) Approved Budget Cost: Php40,000.00		
Lot 2					
1	2	unit	WATER DISPENSER Specifications: > Floor Type with Cabinet > High Speed Cooling System > Silent Type Compressor > Voltage: 220 V - 50/60hz > Heat 550w > Cold 85w > 304 Stainless Steel Pipe Connector > 100% Copper-Magnetic-Winding Approved Budget Cost: Php20,000.00 >>>> NOTHING FOLLOWS <<<<<		
			Date of Delivery: Thirty (30) days upon receipt of approved Purchase Order (PO) Area of Delivery: SWADT Oriental Mindoro Office (Capitol Complex, Brgy. Camilmil, Calapan City, Oriental Mindoro) Contact Person: MS. SEVERINA G. BOONGALING Contact Number: 0908-290-1003		
			TOTAL APPROVED BUDGET FOR THE CONTRACT: Sixty Thousand Pesos Only (Php 60,000.00)		
			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."		
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PURPOSE: Purchase of Window Type Air-conditioning Unit and Water Dispenser for the CIS PSP-AICS Staff in SWADT Oriental Mindoro Office.

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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.