



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

REQUEST FOR QUOTATION

RFQ No. 2022-10-1043 NP-SVP
Date: October 6, 2022

Company Name _____
Company Address _____
Contact Person _____
Contact No. _____
Email Address _____
Company TIN _____
PhilGEPS Reg. No. _____

Sir/Madam:

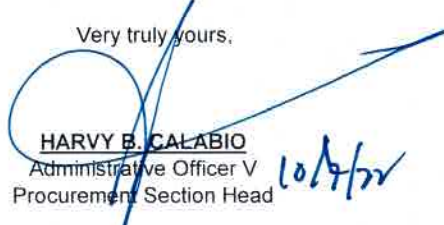
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be basis for non-compliance. Also, furnish us with descriptive brochures, catalogues, literatures and/or 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: amberrnulla@dswd.gov.ph not later than **5:00 PM on October 13, 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: (15) Fifteen days after receipt of approved final proof
- Place of Delivery: MIMAROPA Provinces and Manila
- 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 to register "


ADRIA HM. BERNULLA
Procurement Officer

Telefax: 5336-8106 to 07 loc. 24052
Contact Number: 0926-6348034

Signature Over Printed Name
(Supplier)



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RFQ 2022-10-1043 NP-SVP

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	PARTICULARS	Bidder's Specifications (Please fill out the specifications in the space provided)	Unit Cost	Total Cost
			PRINTING AND DELIVERY OF IEC MATERIALS 4PS KU FACT SHEETS LEAFLETS			
1	18,079	sheet	4PS KU Fact Sheets Leaflets Material: C2S 220 lbs Thickness: 300gsm Size: A4 Printing: back-to-back, full color Other details: two-fold; matte laminated			
2	10,276	sheet	Process of Transition Leaflets Material: C2S 220lbs Thickness: 300gsm Size: A4 Printing: Back-to-back; full color other details: two-fold;matte laminated Note: Please see attached design Proofing: Quality: Approved specs;machine grade 1st draft: 3 working days upon receipt of approved PO/CD 2nd draft: 3 working days upon receipt of 1st proofing comments Final draft: 3 working days upon receipt of 2nd proofing comments			
			<i>Page 1 of 2</i>	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: PRINTING AND DELIVERY OF IEC MATERIALS 4PS KU FACT SHEETS LEAFLETS

PR No.: 2022-10-1043 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 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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RFQ 2022-09-0942 Shopping

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	PARTICULARS	Bidder's Specifications (Please fill out the specifications in the space provided)	Unit Cost	Total Cost
Printing and Delivery of IEC Materials						
Delivery Sites:						
Marinduque, T. Del Mundo St., Brgy., Malusak, Boac						
	1,563	piece	*4PS KU FACT SHEET Leafelts			
	426	piece	*4PS Process of Transition Leaflets			
Occidental Mindoro, M.H Del Pilar St., Brgy., 7, San Jose						
	3,250	piece	*4PS KU FACT SHEET Leafelts			
	805	piece	*4PS Process of Transition Leaflets			
Oriental Mindoro, 2nd Floor RKT Building, JP Rizal St., Cor. Bayabas St., Brgy., Lalud, Calapan City						
	5,099	piece	*4PS KU FACT SHEET Leafelts			
	1,422	piece	*4PS Process of Transition Leaflets			
Palawan, G7 Bldg., Unit 2/2nd Floor 131 National H-way, San Pedro, Puerto Princesa						
	5,759	piece	*4PS KU FACT SHEET Leafelts			
	6,740	piece	*4PS Process of Transition Leaflets			
Romblon, 2nd Floo, ALG Commercial Building MA Roxas St., Brgy., Liwayway, Odiongan						
	2,400	piece	*4PS KU FACT SHEET Leafelts			
	853	piece	*4PS Process of Transition Leaflets			
Manila, 1680 F.T Benitez St., Malate						
	8	piece	*4PS KU FACT SHEET Leafelts			
	10	piece	*4PS Process of Transition Leaflets			
*****NOTHING FOLLOWS*****						
Approved Budget Cost: Php56,710.00						
Delivery Time :(15) Fifteen days after receipt of approved final proof						
<i>Page 2 of 2</i>				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: Printing and Delivery of IEC Materials

PR No.: 2022-09-0942 Shopping

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.