



REQUEST FOR QUOTATION

RFQ No.: 2024-01-0075 NS-SVP
Date: February 2, 2024

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 (if applicable), PhilGEPS Certificate, latest Income/Business Tax Return and a notarized or unnotarized Omnibus Sworn Statement in accordance with the attached format marked as Annex B. If awarded, please submit immediately the duly notarized Omnibus Sworn Statement (if previously submitted is unnotarized). 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: maaluz@dswd.gov.ph not later than **5:00 PM on February 9, 2024 (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,

HARVY B. CALABIO 2/2/24
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: 7 calendar days upon receipt Approved P.O.
- Place of Delivery: DSWD MIMAROPA Region, 1680 F.T. Benitez St. cor. Malvar St. Malate, Manila
- 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"

Mark Anthony A. Luz
Procurement Officer
Telefax: 5328-5111 to 07 loc. 24052

Signature Over Printed Name
(Supplier)

			to indicate information could be basis for non-compliance"	
			Purchase and refill of fire extinguishers of DSWD Field Office MIMAROPA to secure safety of ICT equipment and other government properties	
1	piece	15	DRY CHEMICAL (Mono-Amonium Phospate)	
			10lbs	
			for all classes of fire	
			Non-toxic	
			Non-conducting and non corrosive chemicals portable type	
			ISO certified and BFP recommended	
			Red Cylinder	
			Refillable	
			Five-Year expiration date	
2	piece	4	HCFC 123 CHEMICAL (Dichlorotfluoroethane)	
			10 lbs	
			for electrical, electomics and computer	
			ISO certified and BFP recommended	
			Rsidue-free	
			Non-toxic	
			Non-conducting and non corrosive chemicals	
			Refillable	
			Green Cyclinder	
			Five-year expiration date	
3	piece	12	HCFC 123 CHEMICAL (Dichlorotfluoroethane)	
			10 lbs	
			for electrical, electornics and computer	
			ISO certified and BFP recommended	
			Rsidue-free	
			Non-toxic	
			Non-conducting and non corrosive chemicals	
			Refillable	
			Green Cyclinder	
			Five-year expiration date	
			>>>NOTHING FOLLOWS<<<	
			Delievry Place: DSWD MIMAROPA FO 1680 F.T. Benitez St. cor Malvar St., Malate, Manila	
			Delivery Date: <u>7 CD</u> upon receipt of approved PO	
			Contact person: Ms. Kenneth M. Montenegro	
			TOTAL APPROVED BUDGET FOR THE CONTRACT	
			Ninety Four Thousand Pesos Only	
			(Php 94,000.00)	
			Note: Please specify brand model/origin.	
			PAGE 1 OF 1	

PURPOSE: Purchase and refill of fire extinguishers of DSWD Field Office MIMAROPA to secure safety of ICT equipment and other government properties

PR No.: 2024-01-0075

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.**