

REQUEST FOR QUOTATION

RFQ No. 2024-03-0246 SHOPPING B

Date: March 18 2024

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

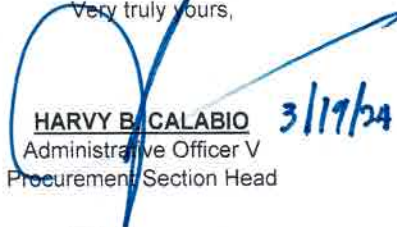
Sir/Madam:

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.

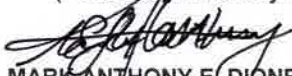
Additionally, please attach copies of your **Company's Business Permit, Mayor's Permit, PCAB License (if applicable), PhilGEPS Certificate, latest Income/Business Tax Return and a notarized or unnotarized Omnibus Sworn Statement in accordance with the attached format marked as Annex B.** If awarded, 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: procurement.fomimaropa@dswd.gov.ph and maediones@dswd.gov.ph** not later than **5:00 PM on March 25, 2024 (Monday)**. 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 3/19/24
 Administrative Officer V
 Procurement Section Head

Terms and Conditions:

1. Award shall be made on per: item basis total quoted price lot basis
2. Price Validity shall be valid until: One Hundred Twenty (120) Calendar days
3. Services shall be delivered on: 30 CD after receipt of approved Purchase Order
4. Place of Delivery: MIMAROPA PROVINCES
5. 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**
6. 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.
7. For goods please indicate brand, model and country of origin.
8. In case of discrepancy between unit cost and total cost, unit cost shall prevail.
9. Please indicate warranty: _____
10. 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 E. DIONES

Telefax: 5336-8106 to 07 loc. 24052
 Contact Number: 09565162748

 Signature Over Printed Name
 (Supplier)



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

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Date: _____ (should be filled up by supplier)

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

MOP: SHOPPING B

Item No.	Qty.	Unit	PARTICULARS	Bidder's Specifications (Please fill out the specifications in the space provided) NOTE: Supplier must state here either the statement of compliance either "COMPLY" or "NOT COMPLY". Failure to indicate information could be basis for non-compliance.	Unit Cost	Total Cost
1	300	Bundle	Looseleaf Cover, Made of chipboard, Legal 50pcs/bundle *** Nothing Follows***			
	50		Delivery Place: SWAD Oriental Mindoro 2nd Flr. RKT Building, Bayabas St., Brgy., Lalud Calapan City, Oriental Mindoro 5200 Contact Person: Severina G. Boongaling Contact No.: 0908-290-10030			
	80		Delivery Place: SWAD Occidental Mindoro M.H. Del Pilar St. Brgy. 7 San Jose Occidental Mindoro Contact Person: Sheila Sarabia Contact No.: 0915-959-8195			
	50		Delivery Place: SWAD Occidental Marinduque Capitol Compound, Brgy. Bangbangalon Boac, Marinduque Contact Person: Helen B. Alcoba Contact No.: 0961-333-1372			
	40		Delivery Place: SWAD Romblon Servañez Bldg., Brgy. Liwayway, Odiongan Romblon, 5505 Contact Person: Abegail F. Fetilo Contact No.: 0998-915-8120			
	80		Delivery Place: SWAD Palawan Rizal Ave. Extension cor. P. Abrea Rd., Brgy. Banca Banca, Puerto Princesa City, Palawan Contact Person: Eric P. Aborot Contact No.: 0977-856-0040			
<p>TOTAL APPROVED BUDGET FOR THE CONTRACT: Six Hundred Thousand Pesos Only (Php 600,000.00)</p>						
				Note: Please specify brand model/origin .		

PURPOSE: Purchase Request of Looseleaf for the use of CIS PSP-AICS for 1st Semester CY 2024
PR No.: 2024-03-0246 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.