



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

REQUEST FOR QUOTATION

RFQ No. 2024-05-0418 NP-SVP

Date: May 22, 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 May 29, 2024 (Wednesday)**. 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

23 MAY 2024

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: **Fifteen (15) Calendar days upon receipt of approved Purchase Order (P.O)**
- Place of Delivery : **MIMAROPA Youth Center Poblacion, Bansud, Oriental Mindoro**
- 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 "

MARK ANTHONY E. DIONES

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

Signature Over Printed Name
(Supplier)



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MOP: NP-SVP

Company Name : _____
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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	50	Packs	Colored Paper assorted colors, long 250pcs/pack 80gsm Dark colors			
2	50	Packs	Colored Paper assorted colors, long 250pcs/pack 80gsm Light colors			
3	5	Packs	Illustration Board size 1/8 (1 dozen per pack)			
4	5	Packs	Illustration Board size 1/4 (1 dozen per pack)			
5	2	ream	White Folder Long 100pcs/ream			
6	5	Packs	Glue 130 ml (1 dozen per pack)			
7	10	Pcs	Glue Applicator with Tip cover, 10ml			
8	10	Pcs	Elbow Tweezer			
9	10	Pcs	Straight Tweezer			
10	10	Pcs	Quilling Slotted pen, Multi-size			
11	2	Pcs	Quilling Comb			
12	2	Pcs	Quilling Board			
13	2	Pcs	Paper Crimper			
14	2	packs	Earring Clasps Hook 100pcs/pack, Gold			
15	2	packs	Earring Clasps Hook 100pcs/pack, Silver			
16	2	packs	Key Ring with chain, Split keyring, 100pcs/pack Silver			
17	1	packs	Flat Earring Stud Base Pins With Stud 100pcs/pack stainless Steel			
18	2	packs	Jump Ring Connector, 1.0x8mm, 200pcs/pack			
19	2	packs	Jump Ring Connector, 0.7x6mm, 200pcs/pack			
20	10	Pcs	Glass Shadow box Frame 8x10x1 inch, Color White			
21	4	Can	Valspar Clear Gloss Varnish 250 ml			
22	50	Rolls	Satin Ribbon, Assorted Colors, 4cm, 50 yrds/Roll			
23	10	Rolls	Satin Ribbon, Assorted Colors, 2.5cm, 25 yrds/Roll			
24	3	Rolls	Satin Ribbon, Assorted Colors, 1.5cm, 25 yrds/Roll			
25	150	Pcs	Glue Stick Big			
26	150	Pcs	Glue Stick small			
27	5	Pcs	Glue Gun Big			
28	5	Pcs	Glue Gun small			
29	2	Packs	Bamboo Stick, 100 pcs/pack, 8 inches			
30	2	Packs	Flower Stem Iron Wire, 50 pcs/pack			
31	3	Pcs	Styrofoam 1ft x 2H x 1/2 inch			
32	10	Packs	Flower Wrapping Paper, Two Toned, Assorted Colors 20pcs/pack			
33	3	Rolls	Snow Dot Gauze Bouquet Packaging, Color White			
34	5	Packs	Colored Tissue/Japanese Paper, 50x70cm Assorted color 20pcs/pack			
35	20	Pcs	Fairy String Lights with battery meter			
PAGE 1 OF 3						
				Note: Please specify brand model/origin .		

PURPOSE: Purchase of Arts and Crafts Materials for the MIMAROPA Youth Center (MYC) Residents for CY-2024
 PR No.: 2024-05-0418 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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36	100	Pcs	Milky cotton yarn 8ply, 100g, Assorted Color			
37	80	Pcs	Milky cotton yarn 5ply, 50g, Assorted Color			
38	50	Pcs	Milky cotton yarn 5ply, 40g, Assorted Color			
39	50	Rolls	Macrame Color Cord Rope String 3mm, 10m/roll			
40	25	Rolls	Macrame Color Cord Rope String 5mm, 5m/roll			
41	1	Pack	Round Wooden Rods, Round 20cmx50cm, 50pcs/pack			
42	20	Pcs	Rattan Rings, 3inches			
43	20	Pcs	Rattan Rings, 4inches			
44	20	Pcs	Rattan Rings, 5inches			
45	15	Pcs	Rattan Rings, 6inches			
46	15	Pcs	Scissor, Heavy Duty, Stainless Steel			
47	5	Pcs	Tape Measure			
48	40	Pcs	Masquerade Mask, White, Full Face			
49	40	Pcs	Full Face Paintable Maskara			
50	5	Pack	Colorful Goose Feather, 12-18cm, 20pcs/pack			
51	10	Tube	Glitters, Assorted Colors			
52	10	Pack	Sequins, Assorted Colors, 6mm, 10g/pack			
53	1	Pack	Rhinestones Flatback Crystal Strass Acrylic, 3mm Mult-color 1000pcs/pack			
54	48	Bottle	Acrylic Paint, Assorted colors, 100ml			
55	1	Pcs	Scalding Bottle Iron Ring, 8.5cm			
56	1	Pcs	Scalding Bottle Iron Ring, 6.5cm			
57	10	Pack	Quaff Magnetic Sheet with Adhesive, A4 size, 1mm Thickness 5pcs/pack			
58	50	sheets	Printable Sticker paper, A4 size, 135gsm, matte			
59	50	sheets	Quaff Photo Paper, A4 size, 120 gsm, glossy			
60	1	Bottle	Pigment Ink, Black 100ml for Epson L5190			
61	1	Bottle	Pigment Ink, Cyan 100ml for Epson L5190			
62	1	Bottle	Pigment Ink, Magenta 100ml for Epson L5190			
63	1	Bottle	Pigment Ink, Yellow 100ml for Epson L5190			
64	40	Pcs	Plain Katsa Tote Canvass Bag, Medium			
65	1	Pack	Cold Laminating Photo Top A4 size, 80 microns, Glossy, 20pcs/pack			
66	1	Pack	Cold Laminating Photo Top A4 size, 80 microns, Rainbow, 20pcs/pack			
67	1	Pack	Cold Laminating Photo Top A4 size, 80 microns, Glittered, 20pcs/pack			
68	5	Rolls	Paper Masking tape, 12mm x 10m			
69	5	Rolls	Paper Masking tape, 18mm x 10m			
70	5	Sets	Paint Brush Set for Painting, Wooden Pole, 10pcs/set			
PAGE 2 OF 3						
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71	5	Pads	Double Spring Sketch Pad, A4 size 60 pages/pad			
72	2	Roll	Parchment/Baking paper, 5mm/roll			
73	10	Roll	Chinese Knotting Cord, Assorted Colors, 1.5mm, 100m/roll			
74	10	Tie	Paracord String Rope, Assorted Colors, 2mm, 20m/tie			
75	2	Pack	Acrylic Pearl Beads, 8mm 100pcs/pack			
76	2	Pack	Acrylic Pearl Beads, 6mm 100pcs/pack			
77	1	Pack	Natural wooden beads, 10mm, 100pcs/pack			
78	1	Pack	Natural wooden beads, 8mm, 100pcs/pack			
79	5	Pack	Mixing style Spring Color Acrylic Baroque Series Beads, 30g/pack Assorted Color			
80	1	Pack	Cartolina, Assorted Colors 10pcs/pack			
81	20	Pcs	Crepe, paper, Assorted Colors			
82	5	Pcs	Cutter, Auto-Lock, Heavy Duty, Big			
83	3	Set	Cutter, Replacement Blade Big 10pcs/set			
84	1	Kilo	Tie, Wire #16			
85	10	Pack	Vellium Board, A4 size, 180gsm, 10sheet/Pack			
86	3	Pack	Cardboard, A4 size, 20pcs/pack			
87	300	Pcs	Balloons, Assorted Colors, 10 inches			
88	20	Pcs	Metallic Foil Roll, assorted colors			
89	10	Pack	Glitter Holographic Cardstock Paper, Foam Sticker, A4 size, Assorted Colors, 10 sheet/pack			
90	10	Pcs	Double Sided Tape, 1.0cm 18mm x 10 yards			
91	1	Pack	Clear opp Plastic with Adhesive, 2.25 x 4 inches, 100pcs/pack			
92	1	Pack	Clear opp Plastic with Adhesive, 11 x 14 inches, 50pcs/pack			
93	1	Pack	Clear opp Plastic with Adhesive, 3 x 5 inches, 100pcs/pack			
94	40	Pcs	Plastic Envelope with Handle			
95	2	Pcs	Wooden Tag with Sewing Button, Natural Color, 30x10mm 50pcs/pack			
96	1	Pcs	Engraving Tool Pen			
97	2	Pcs	Storage Box, 80 Liters			
98	2	Pcs	41 pcs Sketch Pencil Set			
			*** Nothing Follows***			
			TOTAL APPROVED BUDGET FOR THE CONTRACT: One Hundred Twenty-Three Thousand Six Hundred Seventy-Eight Pesos and Sixty-Three Centavos Only (Php 123,678.00)			
			PAGE 2 OF 3			
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