



REQUEST FOR QUOTATION

RFQ No. KC-2024-07-0074
Date: July 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: samdomingo@dswd.gov.ph not later than 5:00 PM on July 22, 2024 (Monday). Quotations submitted to different email addresses 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,
HARVEY B. CALABIO
Administrative Officer V
Procurement Section Head
7/18/24

Terms and Conditions:

- 1. Award shall be made on per: [] item basis [X] total quoted price [] lot basis
2. Price Validity shall be valid until: One Hundred Twenty (120) Calendar days
3. Services shall be delivered on: 15 days upon receipt of approved P.O
4. Place of Delivery: DSWD MIMAROPA FIELD OFFICE, MALATE, MANILA
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 "

SHEIWE ANN M. DOMINGO
Procurement Officer
Telefax: 5336-8106 to 07 loc. 24052
Contact Number: 0910-750-7941

Signature Over Printed Name
(Supplier)



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

RFQ No.: KC-2024-07-0074

Date: _____ (should be filled up by supplier)

MOP: SHOPPING FOR NON-CONSULTING SERVICES

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) 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	30	pcs	Customized Plaque for RPMO Year-End PREW			
			> Material: Glass with engraved color prints (high quality)			
			> Height: 23 cm (including base)			
			> Width: 15 cm (body)			
			> Thickness: 3 cm (body)			
			> Base Length: 18 cm			
			> Base Height: 2.5 cm			
			> Base Width: 6 cm			
2	70	pcs	Customized Plaque for Stakeholders' Year-End PREW			
			> Material: Glass with engraved color prints (high quality)			
			> Height: 23 cm (including base)			
			> Width: 15 cm (body)			
			> Thickness: 3 cm (body)			
			> Base Length: 18 cm			
			> Base Height: 2.5 cm			
			> Base Width: 6 cm			
3	14	pcs	Customized Plaque for Bayani Ka! Awards			
			> Material: Glass with engraved color prints (high quality)			
			> Height: 23 cm (including base)			
			> Width: 15 cm (body)			
			> Thickness: 3 cm (body)			
			> Base Length: 18 cm			
			> Base Height: 2.5 cm			
			> Base Width: 6 cm			
			NOTHING FOLLOWS			
			TOTAL APPROVED BUDGET FOR THE CONTRACT: One Hundred Seventy-One Thousand Pesos Only Php 171,000.00			
			Page 1 of 1			

PURPOSE: Plaque of Recognition for the conduct of Bayani Ka! Awards - CDD Talk, Stakeholders' and Regional Program Review Evaluation Workshop

PR No.: KC-2024-07-0074

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.



REQUEST FOR QUOTATION RECEIVING FORM

I Hereby certify that I _____, of

_____ has received the **Request for**

Quotation RFQ No. **KC-2024-07-0074** from DSWD MIMAROPA Region intended for the

Plaque of Recognition for the conduct of Bayani Ka! Awards - CDD Talk, Stakeholders' and Regional Program Review Evaluation Workshop

Certified by:

(Signature Over Printed Name of Supplier)

Contact: _____

Email Address: _____

RFQ Delivered by:

(Signature Over Printed Name of Canvasser)

Position: _____

Date / Time of Delivery: _____

Note: This form shall be used and issued in cases when RFQ is personally delivered to prospective supplier/service provider.

Plaque Layout – KALAHI-CIDSS Criteria Based Performance Award



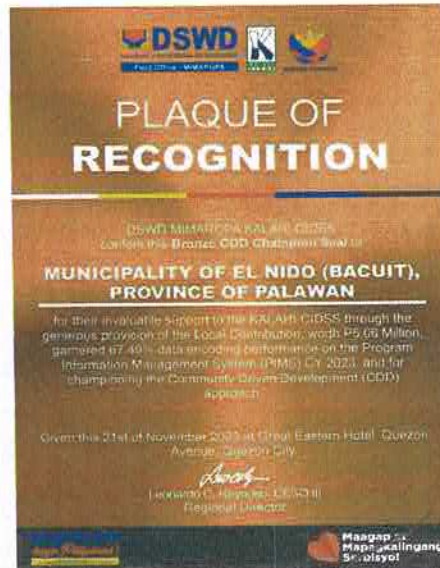
Highest Award, Compliant to all indicators and SGLG awardee



Compliant to all indicators 9 indicators



Compliant to at least 6-8 Indicators



Compliant to at least 3-5 Indicators



Compliant to at least 1-2 Indicators



Special Recognition Plaque