



REQUEST FOR QUOTATION

RFQ No. KC-2024-07-0075
 Date: July 18, 2024

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

Sir/Madam:

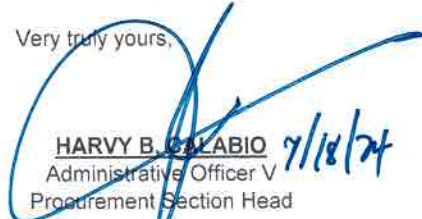
Please quote your government price/s including delivery charges, VAT or **other applicable taxes**, and other incidental expenses for the goods listed in **Annex A**. **Failure to indicate information could be basis for non-compliance**. Also, furnish us with descriptive brochures, catalogues, literatures 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.

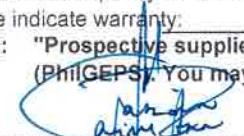
Please accomplish and submit this form together with Annex A to DSWD MIMAROPA Region -BAC Secretariat at 2nd Floor 1680 F.T. Benitez corner Malvar Sts., Malate, Manila **or email to: samdomingo@dswd.gov.ph** not later than **5:00 PM on July 22, 2024 (Monday)**. Quotations submitted to different email 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,


HARVY B. GALABIO 7/18/24
 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: 7-15 days upon receipt of approved P.O
- Place of Delivery: DSWD MIMAROPA FIELD OFFICE MALATE MANILA CITY
- 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 "


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-2024-07-0075

Date: _____ (should be filled up by supplier)

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

MOP: SHOPPING FOR NON-CONSULTING SERVICES

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	40	pcs	Customized Jacket			
			Specification:			
			Customized Detachable Jacket/Vest			
			Fabric: Cotton and Water repellent Fabric (2 layers on some part)			
			High Quality Machine Stitch best for making Jacket/Vest			
			Color: Red and Black, 6 inside pockets / Utility pockets, Discreet high,			
			Quality Zippers, Detachable sleeve with adjustable Cord Lock, Reflectorized parts used in disaster response, Comfortable to wear			
			Details:			
			Reflectorized Wire (Left & Right) (Front)/ detachable sleeve with invisible			
			Zipper / Reflectorized Small strip (Left & Right) / Embroidered DSWD Logo			
			Small font / Inside Pocket for Cellphone inside hand pocket with invisible			
			zipper (left)?Sleeve's hand cuff with adjustable Cord Lock / Jacket Body			
			Zipper (Discreet) Inside Pocket for small notebook / Inside hand pocket with			
			invisible zipper (Right) / Inside pocket/bag for big notebook (left)/ Inside			
			pocket/ Bag for accessories (Right) / Hidden Hood (Back)/ Reflectorized wire)			
			Left & Right) (Black)/Embroidered DSWD Logo Big (Back)			
			> Sizes: 10 pcs (M), 20 pcs (L), 10 pcs (XL)			
2	356	pcs	Polo Shirt			
			Specification:			
			> White color with Embroidered kalahi logo and statement in front, unisex			
			> Sizes: 40 pcs (S) 60 pcs (M), 116 pcs (L), 100 pcs (XL), 40 (XXL)			
3	396	pcs	Customized Drawstring bag			
			> Black drawstring bag, Polyester, durable sport bag (Size: 34cm" x 43cm")			
			> with DSWD, Bagong Pilipinas Logo and "Mag-KALAHI Tayo Pilipinas"			
			> Blended Jute Fabric, Cotton Web Handles			
			> Color: Black, Katya texture			
			> Closure Large Imprint Area			
			> Silk Screen Printing/Sublimation Printing			
4	396	pcs	Customized cap (DSWD, Bagong Pilipinas, KALAHI-CIDSS)			
			Trucker mesh cap, Adjustable fit			
			Unisex			
			Vinyl print of text (rubberized material)			
			Color: Black (40), Red (190), Blue (166)			
5	95	pcs	Customized Enamel Pin (KALAHI-CIDSS)			
			>Engrave Text and Design			
			> Size similar to Ten (10) Peso coin			
			>Epoxy coated			
			>With lock			
<p>***NOTHING FOLLOWS***</p> <p>TOTAL APPROVED BUDGET FOR THE CONTRACT: Three Hundred Sixty-Two Thousand Three Hundred Pesos Only Php 362,300.00</p> <p>***Page 1 of 1***</p>						

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

PR No.: KC-2024-07-0075

(Signature over Printed name)
Supplier

VAT
 Non-VAT



REQUEST FOR QUOTATION RECEIVING FORM

I Hereby certify that I _____, of

_____ has received the **Request for**

Quotation RFQ No. KC-2024-07-0075 from DSWD MIMAROPA Region intended for the

Advocacy Materials for the conduct of Bayani Kal 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.

Mockup and Layout for Advocacy Items and Materials

Jacket / Vest Sample – DSWD Brand and Visual Identity

Official

BRAND AND VISUAL IDENTITY GUIDELINES

Standard Vest Design

The standardized vest design is essential for consistency and recognition across all offices and regions. The variation will be limited to the embroidered name patch, field office name and program logo place.

Front



a. for officials

a. for employees
employees has an option to put an embroidered patch of their surnames above Quick Response Team text



3 Logo Application and Templates Department of Social Welfare and Development 60

MC No. 1, S-2024



customized jacket convertible to vest



Mainstreamed with program advocacy, colored blue for external partner

Shirt Sample – DSWD Brand and Visual Identity



b. Project or partner-funded White Shirt
Colored Logos - Applicable to different light colors

Official MC No. 1, S-2024



Mainstreamed with program advocacy

Lanyard Sample – DSWD Brand and Visual Identity



Official MC No. 1, S-2024



Mainstreamed with program advocacy

Notebook Sample – DSWD Brand and Visual Identity



Official MC No. 1, S-2024



Mainstreamed with program advocacy

Mesh Cap Sample – DSWD Brand and Visual Identity



Official MC No. 1, S-2024



Bayani Ka! Awards
Trucker mesh cap - Black
Unisex - freesize
Vinyl print of text (rubberized material)

*not
logos*



Additional layout advocacy for external

Enamel Pin – DSWD Brand and Visual Identity



Mockup / Layout
Official MC No. 1, S-2024

BRASS MATERIAL BUTTERFLY BUCKLE



Additional Layout advocacy
KALAHI-CIDSS Official Logo

Foldable Fan – DSWD Brand and Visual Identity



Front Layout
Official MC No. 1, S-2024



Rear Layout
Mainstreamed with program advocacy

Tote Bag – DSWD Brand and Visual Identity



Official MC No. 1, S-2024



Mainstreamed with program advocacy