



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

REQUEST FOR QUOTATION

RFQ No.: 2024-07-0748 NP-SVP
Date: September 23, 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 September 30, 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 9/23/24
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: **within 30-45 CD upon receipt of approved Purchase Order**
- Place of Delivery: **SLP Office, DSWD FO MIMAROPA 1680 FT. Benitez, cor. Malvar, 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)



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Date: _____ (should be filled up by supplier)

MOP: NP-SVP

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

Item No.	Qty.	Unit	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
			Activity: SLP Booth Materials for Information Caravan & Trade Fair Participation		
			Delivery Venue: SLP Office, DSWD FO MIMAROPA 1680 FT, Benitez, cor. Malvar, Malate, Manila		
			Delivery Date: within 30-45 calendar days upon receipt of approved Purchase Order		
			Contact Person: Jean Connery S. Ceralde, Project Development Officer II - 09386006020		
1	120	yard	Katrina Green Fabric/Cloth Packaging: Pack w/ 15 yards per set, total of 4 sets		
2	60	yard	Katrina White Fabric/Cloth Packaging: Pack w/ 10 yards per set, total of 2 sets		
3	3	set	LED Strips Lights with Plug 20 meters 600 LED RGB Strip Light 3528 Flex Light 1 set is 20 meters		
4	4	piece	Extension Cord Horizontal, Heavy-duty, at least 5M long 6 outlets, universal		
5	3	piece	Black Garden Net - Size: at least 4x6 meters, grid-style		
6	3	piece	Sun Shade Net - Piece Material: Premium PE Type: Anti-UV, Thick type		
7	4	set	Basic Tools in Toolbox - High-quality Toolbox inclusive of hammer, combination of 1, 1 1/4, and 2 1/2 common wire nails - 2 pliers (long-nosed and cutting/flat/ linesman), - 2 screwdrivers (flathead & Phillips), - 1 tape measure, - 1 cutter, - 1 set of Allen wrench		
8	20	piece	Sack Bag XL Size is at least 2.3ft (H) X 2ft (W) x 1ft base Double zipper, full stitches from below to handle Waterproof, thick sack bag		
9	15	piece	Sack Bag Medium Size is at least 2ft (H) X 1.5 ft (W) x 0.5ft base Double zipper, full stitches from below to handle Waterproof, thick sack bag		
10	4	pack	Multi-Purpose White Sando Plastic Bag -Size: Small (8.5 x 15.5")		
11	4	pack	Multi-Purpose White Sando Plastic Bag -Size: Medium (9.8 x 17.8")		
12	4	grams	Nylon String - 0.9 mm thickness, 500 grams		
13	4	piece	Two-Way Power Source Compact Calculator LCD Display, with CE mark, Manufacturer must be ISO 9001:2008 Certified		
			>>>NOTHING FOLLOWS<<<		
			TOTAL APPROVED BUDGET FOR THE CONTRACT Tirty Three Thousand Fifty Pesos Only (Php 33,050.00)		
			PAGE 1 OF 1		
				Note: Please specify brand model/origin.	

PURPOSE: Purchase and delivery of SLP Regional Office Booth Materials for Information Caravan and Trade Fair participation

PR No.: 2024-07-0748

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.