

**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**  
**KALAHI-CIDSS NATIONAL COMMUNITY DRIVEN DEVELOPMENT PROJECT**  
Field Office VII  
MJ Cuenco Avenue, Cebu City  
Telephone No. 233-0261

Date of Request: **November 12, 2021**

RFQ No. **FOVII-2021-005**

Company name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Contact Number: \_\_\_\_\_

Sir/Madam: \_\_\_\_\_

1. The National Community Driven Development Project - Additional Financing (NCDDP-AF) hereby requests you to submit price quotations for the following items in Annex A:

To assist you in the preparation of your price quotation, we enclose the necessary technical specifications and required quantities.

2. You may quote for any or more items under this request. Each item shall be evaluated and contract awarded separately to the supplier(s)/ service providers offering the lowest evaluated price on per;

Item Basis       Total Quoted       Lot Basis

3. Your quotation in duplicate and in the English language, should be accompanied by adequate technical documentation and catalogue(s) and other printed materials or pertinent information in English for each item quoted, including names and addresses of supplier(s) / service provider(s) providing after sales service facilities in the Philippines.

4. The deadline for receipt of your quotation (s) by the KC-NCDDP-AF at the address indicated in the Paragraph 6 is: **November 19, 2021, 2:00 PM.**

5. Your quotation(s) should be submitted as per the following instruction and in accordance with the Terms and Conditions including the following:

a. Prices: The prices should be quoted for the **Service Vehicle** to be delivered in **DSWD FO VII, Cebu City.**

b. **Evaluation of Quotations:** Offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of their prices. In evaluating the quotations, the Purchaser will adjust any arithmetical errors as follows:

- i. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern;
- ii. where there is a discrepancy between the unit rates and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;
- iii. if a Supplier refuses to accept the correction, his quotation will be rejected.

**In addition to the quoted price, the evaluated price shall include Value Added Tax and other necessary taxes as specified herein.**

iv. **Award of Purchase Order:** The award will be made to the bidder offering the lowest evaluated price that meets the technical and financial requirements.

v. **Validity of the Offer:** Your quotation(s) should be valid for a period of sixty (60) calendar days from the deadline for receipt of quotation(s) indicated in the paragraph 4 of this Request for Quotation.

vi. If the **supplier/service provider** withdraw your quotation during the validity period and/or refuse to accept the award of a contract when and if awarded, then the supplier(s)/ service provider(s) will be excluded from the list of NCDDP-AF suppliers for the project for two years.

vii. If the **supplier/service provider** does not start the delivery or perform the services under the contract/PO within **30 days** (after signing of the contract) without valid reason acceptable to the procuring entity ( DSWD), the contract may be terminated through a notice to be issued by the head of the procuring entity (HOPE); the procuring entity shall proceed to negotiate with the succeeding responsive supplier/s; otherwise re-canvass.

viii. **Liquidated damages/penalty:** In case of failure to make the full delivery within the time specified in the delivery terms, a penalty of one percent of the undelivered cost for every day of delay shall be imposed.

6. Further information can be obtained from: **DSWD Field Office VII- Kalahi CIDSS Office**  
**M.J. Cuenco Ave. cor. Gen. Maxilom Ave., Cebu City**

Telephone : **(032) 233-8785; 233-0261 loc. 126**

E-mail Address : **[kalahiproc123@gmail.com](mailto:kalahiproc123@gmail.com)**

7. Please confirm by fax / e-mail the receipt of this request and whether or not you will submit the price quotation(s).

Sincerely yours,

  
**ROSARIO P. BACONG**

Head, Procurement & Supply and Asset & Property  
Contact #: (032) 233-8785; 233-0261 loc. 126

\_\_\_\_\_  
(Signature over printed name)  
Supplier

## DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Annex A

RFQ No. FOVII-2021-005  
Date: November 12, 2021

Company Name : \_\_\_\_\_  
 Company Address : \_\_\_\_\_  
 TAX ID No.: \_\_\_\_\_  
 Contact Person : \_\_\_\_\_  
 Contact No. : \_\_\_\_\_

Item No.	Qty	Unit	Purchaser's Specifications	Supplier/Service Provider's Specifications (Please write the detailed specifications in the space provided)	Unit Cost	Total Cost
1	1	unit	<b>SERVICE VEHICLE (PICK-UP)</b>  Any self-propelled, four (4)-wheeled, air-conditioned compact truck with a low-sided open cargo hauler, and a passenger cab with four (4) side doors with an engine displacement not exceeding 3000cc for diesel.  Specifications: 1. Vehicle Gross Weight: at least 2,700 kg 2. Overall length/width/height: at least 5,200mm x 1,700mm x 1,700mm 3. Wheelbase (mm): at least 2,800mm 4. Seating Capacity/Seat Configuration Seating Capacity: at least 5 passengers including Driver Cover: Leatherette 5. Diesel engine a. Type: 4 cylinder, in-line, 16 valve, Double Overhead Camshaft (DOHC), b. Displacement: at least 2400cc but not exceeding 3000cc 6. Emission rating: must be Euro IV Compliant 7. Transmission: 4 Wheel Drive, Manual 8. Steering: Power-assisted, Left-hand drive 9. Suspension: Manufacturer's specification 10. Brakes (Front/Rear): Manufacturer's specifications 11. Tires and Rim: Manufacturer's specifications, must be alloy wheels 12. Canopy (rear cab): Must be equipped with Hardtop Canopy 13. Audio System: with at least 7" Capacitive, touchscreen, MP3/Tuner/USB Port/AUX/ Bluetooth Connectivity 14. Digital TV Box: Must equipped with Digital TV Box 15. Windows: Power Windows with Central Locking System 16. Finish: Standard factory finish, color: white 17. Incidental Services: Three (3) years inclusive service warranty : One (1) year Third-Party Liability (TPL) GSIS insurance coverage : One(1) year comprehensive GSIS car insurance coverage : LTO Registration 18. Additional Provisions: Vehicle Manual : One (1) kit of standard tools, early warning device (EWD) and wheel equipment 19. Stickers : Left and Right Door: DSWD & Kalahi logo and phrase: "For Official Use Only" 20. Preventive Maintenance Service (PMS): Free 1000km and 5000km run PMS inclusive of consummables 21. Camera: Equipped with front and rear camera (Vehicle DVR with 32Gb Storage) 22. Manufacturer and its Service Centers should be at least 40 years in the industry			
XXXX page 1 of 1 XXXX						
Charge to: KC-NCDDP-AF Funds						
End User: KC-NCDDP-AF						

PURPOSE : Service Vehicle to be used by KC-NCDDP-AF  
 PR No. FOVII-2021-005

IMPORTANT : The winning bidder MUST SIGN the original copy of Purchase Order (P.O.) or Letter Order (L.O.) within three (3) days from the date of receipt. FAILURE to sign the original P.O. / L.O. means that the bidder is not interested and will be a ground for suspension or blacklisting in DSWD's future biddings.



CRISMARIE S. EJORJO

Contact #: 0936-525-3891

Canvasser

\_\_\_\_\_  
 (Signature over printed name)  
 Supplier