



**REQUEST FOR QUOTATION
 SHOPPING**

RFQ No. : DSWD7-2022-0661
 Date : April 11, 2022

Company Name : _____
 Company Address : _____
 Contact Person : _____
 Contact No. : _____
 PhilGEPS Registration 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 the basis for non-compliance. Also, kindly furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A, please attach in your quotation/s a duly notarized certification to this effect.

Interested supplier/s are required to submit true copies of their valid **Mayor's Permit & Philgeps Registration Number** upon submission of quotation/s. An Omnibus Sworn Statement shall be required prior to award.

Please accomplish and submit this form together with **Annex A** and **Bank Information** to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 233-8785; 233-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **April 18, 2022 at 5:00pm.**

Very truly yours,


ROSARIO F. BACONG
 AO V/Head, Procurement Management Section

Terms and Conditions:

- Award shall be made on per: item basis total quoted price lot basis
- Quotation validity shall be not less than **60 calendar days.**
- Good/s or Services shall be delivered within 30 days calendar from receipt and conformity of Purchase Order.
- Place of Delivery: DSWD Field Office VII, Carreta, Cebu City
- Terms of Payment: within 30 calendar days from the completion of delivery and receipt of Billing Statement / Sales Invoice.
- Liquidated Damages/Penalty: One-tenth of one percent for everyday of delay shall be imposed.
- In case of discrepancy between total price per item and unit price for the item as extended or multiplied by the quantity of that item, the latter shall prevail.
- Warranty Period, if applicable: _____


BONAPARTE D. CASEÑAS II
 Canvasser

I am interested to quote and agree to the terms and conditions.

 (Signature over Printed Name of Supplier /
 Authorized Representative)



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office VII, Cebu City

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Item No.	Qty.	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
Supply and Delivery of the following:							
1	2	unit	OFFICE TABLE Specifications: * Wooden, Melamine lami nated finish * Color: Gray * 3 drawers at the side, central locking system * 1 drawer in the center with lock * Dimensions: W120 x D60 x H75 cm, approximately				
2	13	unit	OFFICE CHAIR Specifications: * Clerical, Ergonomic, design with armrest * Color: Black * With adjustable seat height * Heavy duty, up to 100kgs fabric base capacity, thick cushion * Metal chrome base * No. of Wheels: 5				
3	5	unit	MOBILE PEDESTAL Specifications: * drawers, 1 central lock, 1 pen tray and at least 1 file divider * 5 swivel castor wheels built for ease on mobility * Powder-coated metal finish * Color: Gray * Dimensions: 40W x 56.5D x 65.5H cm, approximately				
4	1	unit	CORK BOARD Specifications: * Size: 3 x 4 feet * Wooden or aluminum frame * Good quality				
			Total:				
Approved Budget for the Contract: Php 100,700.00				Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable.			
End User: PANTAWID							
Purpose: For use of new Pantawid Cluster Office in Siquijor.							

Note: Procurement procedure in accordance with DSWD-Memorandum Circular No. 2, Series of 2007.

Bonaparte D. Caseñas II
BONAPARTE D. CASEÑAS II
Cavasser

Signature of Supplier / Authorized Representative
Over Printed Name