



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
 Field Office VII  
 Corner M.J. Cuenco and Gen. Maxilom Ave., Cebu City

**REQUEST FOR QUOTATION  
 SHOPPING**

RFQ No. : DSWD7-2024-0135  
 Date : February 19, 2024

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 a duly notarized certification to this effect.

Interested service providers are required to submit true copies of their valid **Mayor's/Business Permit & Philgeps Registration Number** upon submission of quotation.

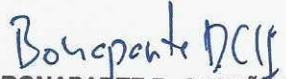
Please accomplish and submit this **form** together with **Annex A** and **Bank Information** to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 233-8785; 233-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **February 22, 2024 at 5:00PM.**

Very truly yours,

  
**ENGR. EMMANUEL M. EDLES**  
 AO V/Head, Procurement Management Section

**Terms and Conditions:**

1. Award shall be made on per:  item basis  total quoted price  lot basis
2. Quotation validity shall be not less than **60 calendar days.**
3. Good/s or Services shall be delivered **within 30 days calendar from receipt and conformity of Purchase Order.**
4. Place of Delivery: **DSWD FO VII, Corner M.J. Cuenco Avenue and Gen. Maxilom Ext., Carreta, Cebu City**
5. Terms of Payment: **within 30 days from the receipt of billing statement.**
6. Liquidated Damages/Penalty: **One-tenth of one percent for everyday of delay shall be imposed.**
7. 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.
8. 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 / Service  
 Provider / Authorized Representative)



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

Company Name \_\_\_\_\_  
 Company Address \_\_\_\_\_  
 Contact Person \_\_\_\_\_  
 Contact No. \_\_\_\_\_  
 PhilGEPS Registration No.: \_\_\_\_\_  
 Tin Number: \_\_\_\_\_

RFQ No. DSWD7-2024-0135  
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Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
<b>Supply and Delivery of Printer Supplies</b>							
1	15	bottle	TONER: For canon Image Runner 16431, OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Canon/Genuine				
2	8	bottle	INK FOR HP TANK 415 / Black / at least 70 ml ,OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from HP/Genuine				
3	4	bottle	INK FOR HP TANK 415 / Cyan / at least 70 ml, OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from HP/Genuine				
4	4	bottle	INK FOR HP TANK 415 / Magenta / at least 70 ml,OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from HP/Genuine				
5	4	bottle	INK FOR HP TANK 415 / Yellow / at least 70 ml Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from HP/Genuine				
6	8	cart	INK CART FOR CANON MG3070s / BLK, OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Canon/Genuine				
7	4	cart	INK CART FOR CANON MG3070s / CL, OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Canon/Genuine				



Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
8	16	bottle	INK FOR CANON PIXMA G3010 / Black / at least 70 ml, OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Canon/Genuine				
9	8	bottle	INK FOR CANON PIXMA G3010 / Cyan / at least 70 ml,OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Canon/Genuine				
10	8	bottle	INK FOR CANON PIXMA G3010 / Magenta / at least 70 ml,OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Canon/Genuine				
11	8	bottle	INK FOR CANON PIXMA G3010 / Yellow/ at least 70 ml,OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Canon/Genuine				
12	150	bottle	INK FOR BROTHER DCP-T720DW / Black/ at least 70 ml,OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Brother/Genuine				
13	65	bottle	INK FOR BROTHER DCP-T720DW / Cyan/ at least 70 ml,OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Brother/Genuine				
14	65	bottle	INK FOR BROTHER DCP-T720DW / Magenta/ at least 70 ml,OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Brother/Genuine				
15	65	bottle	INK FOR BROTHER DCP-T720DW / Yellow/ at least 70 ml,OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Brother/Genuine				
16	100	bottle	INK FOR EPSON L3110 / Black / at least 70 ml,OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Epson/Genuine				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
17	50	bottle	INK FOR EPSON L3110 / Cyan / at least 70 ml,OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Epson/Genuine				
18	50	bottle	INK FOR EPSON L3110 / Magenta / at least 70 ml,OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Epson/Genuine				
19	50	bottle	INK FOR EPSON L3110 / Yellow / at least 70 ml,OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Epson/Genuine				
20	15	cart	Toner for CANON MF244DW, OEM Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Canon/Genuine				
21	15	cart	DRUM KIT: For Brother DCP L2450DW Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Brother/Genuine				
22	100	cart	FULLMARK RIBBON CARTRIDGE , BLACK FOR DOT MATRIX PRINTER, EPSON (LQ-310) Note: Supplier must attached a Certificate of Authorized Reseller and / or Distributor from Epson/Genuine				
<b>Approved Budget for the Contract: Php 559,450.00</b>				<b>Note:</b> "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: <b>PSD-SLP</b>							
<b>PURPOSE :</b> For SLP use							

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

*Bonaparte D. Caseñas II*  
**BONAPARTE D. CASEÑAS II**  
 Canvasser

Signature of Supplier / Authorized Representative  
 Over Printed Name

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