



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. : DSWD7-2024-0200
 Date : March 5, 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 **March 8, 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: **VDRC, TINGUB, MANDAUE CITY CEBU**
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. CASENAS 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. _____
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 Tin Number: _____

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Date: March 5, 2024

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
Supply and Delivery of Semi-Expendable Furniture							
1	10	unit	Table: Monobloc, Square, 36" X 36", Beige, Four (4) Seater, For Indoor and Outdoor use.				
2	100	unit	Chair: Monobloc, Without, Armrest, Beige Plastic PP, approx. 2.9kg Dimensions:				
3	2	unit	Lateral Filing Cabinet: Lateral File Cabinet 4-Layers Lateral Filing Cabinet with Cental Lock for 4 Drawers, Powder Coated Metal in Light Beige (Ivory Color) with Heavy-Duty Roller Guide and Smooth Drawers, Size (approximately): 90cm(W) x 45cm (D) x 132cm				
4	2	unit	Swing Glass Door Steel Filing Cabinet 4-Layer steel Filing Cabinet Swing Doors, Glass & Metal Dimension: W90 X D40 X H185 Color: Beige				
5	4	unit	Ergonomic Chair With Headrest, Black, Mesh Upholstered, with lumbar back support, with adjustable PV foam armrest, with tilt, swivel and height adjustment function, chrome metal base. Place of Delivery: VDRC in Mandaue City				
Total:							
Approved Budget for the Contract: Php 242,000.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: VDRC							
PURPOSE : Tables & Chairs for Volunteers use during orientation and other activities; Cabinets and Ergo Chair for office use.							

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

BONAPARTE D. CASEÑAS II
 Canvasser

Signature of Supplier / Authorized Representative
Over Printed Name