



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. : DSWD7-2024-0360A  
 Date : April 29, 2024

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

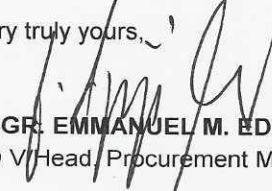
**Sir/Madam:**

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 **May 3, 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. 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)



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Field Office VII, Cebu City

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

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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 ICT EQUIPMENT</b>							
1	2	piece	Supply and Delivery of Power Adapter for Dell Laptop G3 3579, S/N: CXIN7T2 HH7Q7T2 Genuine, 130 W Output: 6.70 A/ 9.23 Input voltage: 100 VAC - 240 VAC				
2	2	piece	Supply and Delivery of Genuine Battery for Dell Laptop G3 3579				
3	1	set	Maintenance Kit for HP Lasetjet Enterprise Printer M806 Preventive maintenance kit that includes the following items: Replacement 220 Volt fuser Replacement transfer roller Replacement pick up feed, and separation rollers for Tray 2 and Tray 3 Model No: M806DN Serial No: IPCXHCL832				
4	2	set	Supply and Delivery of Roller Assembly Kit for use with EPSON DS-60000 Document Scanner Serial No: PW9Z000851 Model No: J321B				
5	4	set	Supply and Delivery of HP ScanJet Enterprise Flow N9120 fn2 ADF Roller Replacement Kit Model No: N9120 fn2 Serial No: CNMBPAB002				

**Total:**

Approved Budget for the Contract: **Php 100,000.00**  
 End User: **PSD-NHTS**

Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.

**PURPOSE :** For Repair and Maintenance of NHTS ICT Equipment

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

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

Signature of Supplier / Authorized Representative  
 Over Printed Name