



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. : DSWD7-2024-1432
 Date : October 24, 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 **October 29, 2024 at 5:00PM**.

Very truly yours,


ENGR. EMMANUEL M. EDLES
 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 FO VII, Corner M.J. Cuenco Avenue and Gen. Maxilom Ext., Carreta, Cebu City**
- Terms of Payment: **within 30 days from the receipt of billing statement**.
- 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: _____


CHARL ALBERT J. TORREFIEL
 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

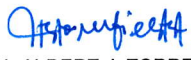
Company Name _____
 Company Address _____
 Contact Person _____
 Contact No. _____
 PhilGEPS Registration No.: _____
 Tin Number: _____

RFQ No. **DSWD7-2024-1432**
 Date: **October 24, 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 Toners and Printheads				
1	3	cart	TONER: For Canon ImageRunner 16431, OEM Note: Supplier must attached a Certificate of Authorized Reseller and/or Distributor from Canon				
2	3	cart	TONER: For Canon Image Class MF 244dN Printer, OEM Note: Supplier must attached a Certificate of Authorized Reseller and/or Distributor from Canon				
3	3	cart	TONER: For Brother, DCP L254dw Printer, OEM Note: Supplier must attached a Certificate of Authorized Reseller and/or Distributor from BROTHER				
4	3	cart	DRUM KIT: For Brother, DCP L254dw Printer, OEM Note: Supplier must attached a Certificate of Authorized Reseller and/or Distributor from BROTHER				
5	3	ink	Ink: HP BLACK, GT 53, OEM Note: Supplier must attached a Certificate of Authorized Reseller and/or Distributor from BROTHER				
6	1	ink	PRINthead: HP BLACK, SMART TANK 615, OEM Note: Supplier must attached a Certificate of Authorized Reseller and/or Distributor from HP				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
7	1	ink	PRINTHEAD: HP COLORED, SMART TANK 615, OEM Note: Supplier must attached a Certificate of Authorized Reseller and/or Distributor from HP				
Total:							
Approved Budget for the Contract: Php 84,746.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: AD-PMS							
PURPOSE : For Procurement use.							

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


CHARL ALBERT J. TORREFIEL
 Canvasser

 Signature of Supplier / Authorized Representative
 Over Printed Name

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