



**REQUEST FOR QUOTATION  
 SHOPPING**

RFQ No. : DSWD7-2025-0037  
 Date : January 2, 2025

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 **January 6, 2025 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: **RRCY,Brgy. Candabong Binlod, Argao, 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: \_\_\_\_\_

  
**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)




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

Company Name \_\_\_\_\_  
 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
1	70	tank	<p><b>Provision of Supply and Delivery of Liquefied Petroleum Gas (LPG)</b></p> <p><b>Specifications and other Conditions:</b></p> <p>1. Content only, at least 50 kg.</p> <p>2. Frequency of delivery: at least four (4) tanks per month or as need arises upon request by the procuring entity or end-user.</p> <p>3. Specific date of delivery: as scheduled by the procuring entity or end-user.</p> <p>4. Subject to ACTUAL prevailing price on th period of delivery per Department of Energy - Visayas.</p> <p>5. For purpose of price Evaluation, financial compliance shall determined through the UNIT PRICE of the item. The Approved Budget of the Contract (ABC) will be considered as the Contract Amount.</p> <p>6. Without prejudice to the provision of the applicable law, rules and regulations, the contract shall be automatically terminated when the amount specified for this contract has been exhausted or up to December 31, 2025 whichever comes first.</p>				
<p><b>Approved Budget for the Contract: Php 350,000.00</b></p>				<p>Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.</p>			
<p>End User: <b>RRCY</b></p>							
<p><b>PURPOSE : For RRCYs use for 2025</b></p>							

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