



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. : DSWD7-2025-0603

Date : May 5, 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) 887-9720; 233-0261; 231-2172 local 17140 or 17110 or e-mail to bac.fo7@dswd.gov.ph on or before **May 9, 2025 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 calendar days from receipt and conformity of Purchase Order**.
- Place of Delivery: **RRCY, Brgy. Candabong Binlod, Argao, Cebu**
- 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)



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.: DSWD7-2025-0603

Date: May 5, 2025

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 Janitorial Supplies								
			B. Janitorial Supplies								
1	50	bottle	Dishwashing liquid - antibacterial at least 475-500 ml, known brand								
2	30	pcs	Doormat, rag, cotton, cloth, at least 22x16 inches								
3	30	pcs	Doormat, rubberized, washable, at least 35x55 inches								
4	175	bottle	Cleaner - toilet bowl and urinal, at least 1000 ml/bottle								
5	50	can	Cleanser - scouring powder, at least 350g/can								
6	50	pcs	Scouring pads - at least 4.5"x2.7"x.06", heavy duty								
7	50	pcs	Steel wool, at least 40 microns, heavy duty, good quality								
8	100	bottle	Hand Soap, liquid, antibacterial, at least 800ml								
9	15	can	Air freshener - aerosol, 150g/can								
10	25	pcs	Tissue, jumbo rolls, 2-3 ply, 100% virgin white paper, absorbent, good quality, individually packed								
			Place of Delivery: Regional Rehabilitation Center for Youth, Candabong Binlod, Argao Cebu								
Total:											
Approved Budget for the Contract: Php 75,000.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.							
End User: RRCY											
PURPOSE : For center use 2nd Semester of July to December 2025											

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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