



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. : **DSWD7-2025-0640**
Date : **May 8, 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 supplier/s are required to submit true copies of their **valid Mayor's Permit and Philgeps Registration Number** upon submission of quotation/s.


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 13, 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: **Regional Haven for Women, AVRCC Compound, Camomot Franza Road, Brgy. Labangon, 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. _____
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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				
			Supply and Delivery of Grocery Items								
1	20	gallon	CONDITIONER, fabric scented in gallon								
2	220	pack	NAPKIN, sanitary with wings, 8 pads per pack								
3	50	bottle	SHAMPOO, for normal hair, anti-dandruff, at least 170 ml per bottle								
4	100	piece	SOAP, Bath, Germicidal/Moisturizer, regular, 135grams								
5	5	case	SOAP, Laundry Bar, Scented, 36 bars per case, (4 cuts/bar), at least 360 grams/bar								
6	30	pack	SOAP, Laundry Powder, 1 kg/pack, scented								
7	30	bottle	SOAP, Liquid, Antibacterial, Dishwashing, at least 800ml, known brand								
8	60	tube	TOOTHPASTE, at least 150 ml.								
Total											
Approved Budget for the Contract: Php 50,975.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.							
End User: Regional Haven for Women											
PURPOSE : For the Regional Haven for Women's consumption for the second semester of CY 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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