



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. : DSWD7-2025-0693

Date : May 15, 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 19, 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 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)



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.: DSWD7-2025-0693

Date: May 15, 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 IT Parts, Accessories and Peripherals for DSWD FO NIR Employees				
1	5	piece	1TB PORTABLE STORAGE SPECIFICATIONS -Clasification: Solid State Drive -Storage Capacity: Atleast 1 TB -Interface Type: USB 3.0 & USB 2.0 -Transfer Speed: Atleast 64MB/s				
2	2	piece	KVM Switch SPECIFICATIONS -Number of Ports: Atleast 4 ports -Video Output: Supports VGA, DisplayPort, HDMI, and other video formats. -USB Support: USB Device 2.0 and 3.0 supported -Audio Support: Yes -Keyboard/Mouse Emulation: Yes -Switching Methods: Pushbuttons, hotkeys, or an on-screen display (OSD) menu. -Multi-Display Support: Yes -Refresh Rate: supported 60Hz, 120Hz, 144Hz.				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
3	2	piece	Hard Drive Docking Station SPECIFICATIONS -Drive Support: 2.5" and 3.5" SATA I/II/III HDD and SSD Capacity: Supports drives up to 16TB or higher per bay -Bay: Minimum of 1-bay (preferably 2-bay or dual-bay for simultaneous drive access/cloning) -Connectivity: USB 3.0 or higher (USB 3.1/3.2 Gen 1 or Gen 2 preferred) Backward compatible with USB 2.0 -Data Transfer Speed: Up to 5 Gbps (USB 2.0) or higher -Power Supply: External power adapter included -Operating System Compatibility Plug & play with no drivers required for: Windows 10/11, macOS, Linux -Warranty: KVM Switch, Hard Drive Docking Station, 1TB Portable Storage Six (6) months Hardware Warranty				
Total:							
Approved Budget for the Contract: Php 70,454.53				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: PPD/RICTMS							
PURPOSE : Tools for RICTMS technical assistance.							

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

(page 2 of 2)