



**REQUEST FOR QUOTATION
 NP- SMALL VALUE PROCUREMENT**

RFQ No. : DSWD7-2021- 1240
 Date : October 21, 2021

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, Philgeps Registration Number, Omnibus Sworn Statement** for ABC above Php50,000.00, and **Latest Income Tax Return** for ABC above Php500,000.00 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) 233-8785; 232-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **October 26, 2021 at 5:00 pm.**

Very truly yours,


ROSARIO P. BACONG
 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 **three (3) months.**
- Place of Delivery: **DSWD FO VII Various Offices and Warehouses in Cebu City**
- Terms of Payment: **within 30 calendar days from the receipt of Billing Statement / Sales Invoice.**
- 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: _____


REINAFLOR C. VISTO
 Canvasser

I am interested to quote and agree to the terms and conditions.

 (Signature over Printed Name of Service
 Provider/ Authorized Representative)



REQUEST FOR QUOTATION
SHOPPING

RFQ No. : DSWD7-2021-1233
 Date : October 21, 2021

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

Sir/Madam:

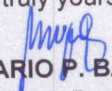
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be the basis for non-compliance. Also, kindly furnish us with descriptive brochures, catalogues, literatures 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/s a duly notarized certification to this effect.

Interested supplier/s are required to submit true copies of their valid **Mayor's Permit & 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) 233-8785; **233-0261**; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **October 26, 2021 at 5:00pm**.

Very truly yours,


ROSARIO P. BACONG
 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 20 days calendar from receipt and conformity of Purchase Order.
- Place of Delivery: DSWD Field Office VII, Carreta, Cebu City
- Terms of Payment: within 30 calendar days from the receipt of Billing Statement / Sales Invoice.
- 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: _____


JHON O. BALANSAG
 Canvasser

I am interested to quote and agree to the terms and conditions.

 (Signature over Printed Name of Supplier /
 Authorized Representative)



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

RFQ No.: DSWD7-2021-1233
Date: October 21, 2021

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

Item No.	Qty.	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	16	pcs	Desktop Camera				
			Specifications:				
			<ul style="list-style-type: none"> •Type A male USB 2.0 •Plug-and-play compatibility with operating system Windows 7, 8, or 10 (latest version) and Mac (latest version) •Compatible with web conferencing application such as Skype for Business At least 2-megapixel resolution •At least 1.8 meters of cable connector •The camera should be detachable which would be able to hang/attach/place on top of monitor/TV •Warranty: At least one (3) months warranty (if found defective, a replacement must be delivered within seven (7) working days after the escalation of issue) •Delivery Period 20 Calendar Days 				
2	24	pcs	Computer Headset				
			Specifications:				
			<ul style="list-style-type: none"> •In-line flips up/down microphone w/ mute control •Comfortable fit with an adjustable headband with soft foam ear cups •Echo and noise cancellation •Type A male USB 2.0 •Should have left and right audio speakers •Cable Length of at least 1.8 meters •Compatible with web conferencing applications such as Skype for Business •Plug-and-play compatibility with the operating system Windows 7, 8, or 10 (latest version) and Mac (latest version) •Warranty: At least one (3) months warranty (if found defective, a replacement must be delivered within seven (7) working days after the escalation of issue) •Delivery Period: 20 Calendar Days 				
3	3	pcs	Mouse				
			Specifications:				
			<ul style="list-style-type: none"> •Type: USB 2.0 •Connectivity: Plug and Play •Warranty: 1 Month Hardware Warranty •Delivery Period: 20 Calendar Days 				

Item No.	Qty.	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
4	15	pcs	Mouse Mat				
			Specifications:				
			<ul style="list-style-type: none"> •High Density smooth fabric •Precision optimized •Non-Slip rubber base, edge-stitched frame, water resistant surface •Atleast 300mm x 800mm x 3mm thick 				
			Place of Delivery: DSWD Field Office VII, M.J. Cuenco Avenue corner General Maxilom Avenue, Barangay Carreta, Cebu City, 6000, Cebu, 6000				
Approved Budget for the Contract: Php71,000.00				Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable.			
End User: DRMD							
Purpose : For DRMD Staff use during Webinar/ Online Meeting							

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

 Signature of Supplier / Authorized Representative
 Over Printed Name

JHON O. BALANSAG
 Carvasser

