



**REQUEST FOR QUOTATION
 SHOPPING**

RFQ No. : DSWD7-2020-1425
 Date : December 10, 2020

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) 233-8785; 232-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **December 15, 2020 at 5:00 pm**.

Very truly yours,

[Signature]
ROSARIO P. BACONG

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** upon receipt of approved Purchase Order.
4. Place of Delivery: **VDRC, Tingub, Mandaue City**
5. Terms of Payment: **within 30 calendar days from the receipt of Billing Statement / Sales Invoice.**
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: _____

[Signature]
JOCELYN G. PADO

Canvasser

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

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


DSWD DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
 Department of Social Welfare and Development
 Field Office VII, Cebu City


Annex A

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

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Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	5	unit	Air Conditioning Unit At least 1 HP Window Type Non-Inverter 220V At least 9200 Kj/h cooling capacity At least 10.4 Kj/h/w EER R-410A refrigerant 2-years general warranty 5-years compressor warranty (pls specify Brand & Model)				
Approved Budget for the Contract: Pnp 73,500.00							
Charge to: VDRC							
End User: Visayas Disaster Resource Center							
Purpose : To be installed as additional ACU at the office and replacement of defective units.							
Note: Procurement procedure in accordance with DSWD-Memorandum Circular No. 2, Series of 2007.							
Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable.							

 Signature of Supplier / Service Provider /
 Authorized Representative Over-Printed Name


JOCELYN G. PADAO
 Canvasser