



REQUEST FOR QUOTATION
SHOPPING

RFQ No. : DSWD7-2020-1505
 Date : December 18, 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 21, 2020 at 12:00 noon.**


Very truly yours,


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 and conformity of Purchase Order.
4. Place of Delivery: **DSWD FO VII, Cebu 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: _____


MARK ALVIN LONGAKIT
 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)


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

Company Name _____

RFQ No.: DSWD7-2020-1505

Company Address _____

Date: December 18, 2020

Contact Person _____

Contact No. _____

PhilGEPS Registration No.: _____

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	5	piece	Office Table Dimension: W120 x D60 x H75cm Melamine Laminated Finish (Scratch, Heat and Wet Resistant) Drawer with key, Bullnose Edge Table Top for Armrest Comfort Color: Gray				
2	15	piece	Folding Table 6' Fold in Half Table (183cm x 76cm x 74cm)				
3	6	piece	Drawer Mobile Pedestal Dimension: W40 x D56 x H66cm Plastic Top, Powder Coated Metal Body, Central Locking Key, with Casters for Mobility, Color: Gray				
			Place of Delivery: DSWD FO VII, Cebu City				

Approved Budget for the Contract: **Php117,400.00**Charge to: **DRMD Funds**End User: **DRMD RROS**Purpose : **For DRMD and Cebu, Bohol and Negros Oriental Office and Warehouse Use**

Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable.

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

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


MARK ALVIN LONGAKIT
 Canvasser