

**DSWD**

Department of Social Welfare and Development

**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. : DSWD7-2022- 0198Date : February 23, 2022

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 **March 01, 2022 at 05:00 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 30 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 completion of delivery and 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: _____


BRYAN C. LAGARE

Canvasser

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

 (Signature over Printed Name of Supplier /
 Authorized Representative)



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Item No.	Qty.	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	12	unit	<p>Supply and Delivery of the Following:</p> <p>LATERAL FILING CABINET</p> <p>Specification:</p> <ul style="list-style-type: none"> * 4-drawer Lateral Filing Cabinet * Central Locking System with duplicate keys * Steel and powder-coated in color Gray or Beige * Dimension: 90cm(W) x 45cm(D) x 140cm(H) approximately * With heavy-duty roller glide a 				
Approved Budget for the Contract: Php 178,000.00				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: Pantawid							
Purpose : For storing of files and/ or documents in Pantawid Records Area.							

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


BRYAN C. LAGARE
 Canvasser

 Signature of Supplier / Authorized Representative
 Over Printed Name