



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. : DSWD7-2023-1567  
 Date : November 24, 2023

Company Name : \_\_\_\_\_  
 Company Address : \_\_\_\_\_  
 Contact Person : \_\_\_\_\_  
 Contact No. : \_\_\_\_\_  
 PhilGEPS Registration No.: \_\_\_\_\_

**Sir/Madam:**

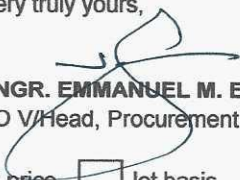
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be the basis for non-compliance. Also, kindly furnish us with descriptive brochures, catalogues, literatures 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) 233-8785; 233-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **November 28, 2023 at 5:00PM.**

Very truly yours,

  
**ENGR. EMMANUEL M. EDLES**  
 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 20 days calendar from receipt and conformity of Purchase Order.**
4. Place of Delivery: **DSWD Field Office VII, Carreta, Cebu City**
5. Terms of Payment: **within 30 days from the receipt of billing statement.**
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: \_\_\_\_\_

  
**BONAPARTE D. CASEÑAS II**  
 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. DSWD7-2023-1567**  
**Date: November 24, 2023**

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<b>Supply and Delivery of Document Scanner and Desktop Monitor</b>				
1	3	piece	<p><b>Scanner</b></p> <p><b>Specifications:</b></p> <p>Type: ADF (Automatic Document Feeder) / Manual Feed, Duplex,</p> <p>Simplex: at least 30 ppm (200/300 dpi)</p> <p>Duplex: at least 60 ipm (200/300 dpi)</p> <p>Image Sensor Type: Single Line CMOS-CIS x 2 (front x 1, back x 1)</p> <p>Light Source: RGB LED x 2 (front x 1, back x 1 )</p> <p>Optical Resolution: at least 600 dpi</p> <p><b>Document Handling</b></p> <p>Maximum: 216 x 355.6 mm (8.5 x 14 inc.)</p> <p>Minimum: 52 x 74 mm (2.0 x 2.9 in.)</p> <p>Max Long Page Scanning: 3,048 mm (120 i.)</p> <p>ADF Capacity: at least 50 sheets (A4 80 g/m<sup>2</sup>)</p> <p>Daily Volume: at least 4,500 sheets</p> <p>Multifeed Detection: Overlap detection (Ultrasonic sensor)</p> <p><b>Interface</b></p> <p>USB 3.2 Gen1x1/USB 2.0 / USB 1.1</p> <p>10Base-T, 100Base-TX, 1000Base-T</p> <p><b>Warranty: at least 1 year</b></p>				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
2	3	piece	<b>Desktop Monitor</b> <b>Specifications:</b> Display Size: at least 27 inches Resolution: at least 1920 x 1080 Aspect Ratio: 16:9 Max Contrast Ratio: 1000:1 Panel Type: IPS Viewing Angle: Horizontal (597mm) Vertical (336mm) Audio: Built-in Microphone (Array type_ Stereo Speaker 2W x 2 Stereo, RMS Input and Output Ports With HDMI port (v1.4) With Display port, at least version 1.2 With D-Sub With Audio-in, Earphone Jack With USB Port (upstream for webcam) Webcam: Built-in (at least 2M, 1080pixels; Swivel and Tilt) Warranty: at least 1 year				
<b>Total:</b>							
<b>Approved Budget for the Contract: Php 240,000.00</b>				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: <b>FMD-BUDGET</b>							
PURPOSE : For Budget Section Digital records use							

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

  
**BONAPARTE D. CASEÑAS II**  
 Carvasser

\_\_\_\_\_  
 Signature of Supplier / Authorized Representative  
 Over Printed Name

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