



**REQUEST FOR QUOTATION**  
**SHOPPING**

RFQ No. : DSWD7-2021- 0475  
 Date : April 8, 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; 232-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **April 14, 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 30 days calendar from receipt and conformity of Purchase Order.
- Place of Delivery: DSWD Field Office VII, 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: \_\_\_\_\_

  
**ANGELINA PAGHUBASAN**  
 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

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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	350	pack	HYGIENE KIT for 350 Children composed of the following items: * Bath Soap, 125mg - 2 pieces * Shampoo, sachet, 15ml/sachet - 12 sachets * Kiddle Toothbrush - 1pc. * Alcohol, 70%, ethyl, 250ml/bottle -1 bottle * Toothpaste, 50ml/tube - 1 tube * Disposable Face mask, N88, 25pcs/pack - 1 pack * Tissue Paper, Twin pack, 2ply, individually pack - 1pack * Cotton Buds, 50tips/pack - 1pack * Face Towel, 12" x 12" cotton - 2 pieces * Plastic Comb, medium size - 1pc * Nail Cutter, mini size - 1pc * Cologne, 50ml/bottle - 1bottle  Note: All items per kit are packed in a clear PVC bag with handle, about 10" width x 7" height x2" length (featured with good thermal resistance, strong and high durability) with zipper, printed with DSWD Logo, colored, in 2" height x 2" width with "Hygiene Kit Not for Sale" in 1 1/2" height (Attached is the design of the logo)				
Approved Budget for the Contract: <b>Php 175,000.00</b>							
End User: <b>ORD</b>							
Purpose : Provision of Hygiene Kits to Sama-Bajau and Street Children							
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 / Authorized Representative  
 Over Printed Name

  
**ANGELINA PAGHUBASAN**  
 Cartvasser