



REQUEST FOR QUOTATION
SHOPPING

RFQ No. : DSWD7-2021- 0938A
 Date : August 4, 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; **233-0261**; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **August 10, 2021 at 5:00pm**.

Very truly yours,

[Signature]
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: **VDRC, Tingub, Mandaue 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: _____

[Signature]
JOCELYN PADO
 Carjasser

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

 (Signature over Printed Name of Supplier /
 Authorized Representative)

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

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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	piece	USB COMPUTER HEADSET Microphone type: Bi-directional, noise cancelling Input Impedance: at least 32 ohms Sound: Digital Stereo Controls: In-Line Controls Connectivity: USB-A				
2	5	piece	WEBCAMERA FOR DESKTOP Video Resolution: atleast 1080p Frame Rate: 30fps Video Compression: H.264 Microphone: Built-in, dual stereo, automatic noise reduction, omnidirectional Field of View: 78 degrees diagonal view Connectivity: USB-A Warranty: at least 1 year				
3	4	piece	PORTABLE HARD DRIVE Capacity: at least 2 TB Compatibility: USB 3.0/2.0 Features: Custom Backup, autosync Warranty: at least 1 year for hardware				

Approved Budget for the Contract: **Php 78,800.00**

End User: **ADMIN/VDRC**

Purpose : To be used by Officers during online webinars, trainings, etc.

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.

JOCELYN PADAO
 Canvasser

Signature of Supplier / Authorized Representative
 Over Printed Name