



REQUEST FOR QUOTATION
SHOPPING

RFQ No. : DSWD7-2021- 1049

Date : September 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.

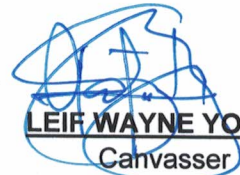
Please accomplish and submit this **form** together with **Annex A** and **Bank Information** to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 233-8785; **233-0261**; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **September 14, 2021 at 5:00pm**.

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 calendar from receipt and conformity of Purchase Order.
4. Place of Delivery: RRCY, Brgy. Candabong, Binlod, Argao, Cebu
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: _____


LEIF WAYNE YOUNG
 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

RFQ No.: DSWD7-2021- 1049
 Date: September 8, 2021

Company Name _____
 Company Address _____
 Contact Person _____
 Contact No. _____
 PhilGEPS Registration No.: _____

Item No.	Qty.	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	3	pack	Cartolina, Assorted color, 20s/pack, 78gsm				
2	2	bundle	Cartolina, White, 100s/bundle, 78gsm				
3	10	pad	Note pad, Stick-on, 76mm x 100mm (3"x4")				
4	30	ream	Paper, multi-purpose (copy), A4, 70gsm				
5	40	pc	Record Book-300pages, Size: 214mm x 278mm min				
6	24	pc	Record Book-500pages, Size: 214mm x 278mm min				
7	36	roll	Tape, masking, width: 24 mm (+1mm), 50 m length				
8	36	roll	Tape, masking, width: 48 mm (+1mm), 50 m length				
9	36	roll	Tape, transparent, width: 24 mm (+1mm), 50 m length				
10	36	roll	Tape, transparent, width: 48 mm (+1mm), 50 m length				
11	5	box	Pencil, lead, with eraser, wood cased, #1, 12 pcs/ box				
12	24	can	Air freshener, aerosol 150g min				
13	50	pc	Broom, soft (tambo)				
14	50	pc	Broom, Stick tingting: 760 mm min				
15	48	bottle	Cleaner, toilet bowl & urinal, 900ml- 1000ml				
16	48	can	Cleanser, scouring powder, 350 g min/can				
17	30	pack	Detergent powder, all purpose, 1 kg/pack				
18	24	can	Disinfectant spray, aerosol type, 400-550g				
19	24	pc	Dust pan, non-rigid plastic, w/ detachable handle				
20	24	pc	Mop handle, heavy duty, aluminum, screw type				
21	24	pc	Mop head, made of rayon, weight: 400 grms . Min				
22	20	pc	Plastic Plant pot, 12"				
23	10	roll	Trashbag, plastic, transparent, 940 min x 1016 mm: 10pcs/ roll				
24	20	pc	Umbrella, Large (40 inches-45 inches diameter)				
25	6	roll	Twine, plastic, 1kg/ roll				
26	12	pack	Scouring pad, 150 mm x 200 mm min-5 pcs/pack				
27	100	pack	Tissue paper, twin pack, 2 ply - individual pack				
28	4	box	Clip backfold, all metal, clamping: 19 mm (-1mm) 12pcs/box				
29	4	box	Clip backfold, all metal, clamping: 25 mm (-1mm) 12pcs/box				
30	2	box	Clip backfold, all metal, clamping: 32 mm (-1mm) 12 pcs./box				
31	50	pc	Correction tape- 8 meters, min				

Item No.	Qty.	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
32	36	pc	Data file box, Made of chipboard, with close ends (16"x12"x12")				
33	2	box	Envelope, Documentary, for legal size document, 500pcs/ box				
34	2	box	Envelope, Mailing-long ordinary, 500pcs/ box				
35	36	pc	Marker, whiteboard, black, felt tip, bullet type				
36	36	pc	Marker, whiteboard, blue, felt tip, bullet type				
37	1	bundle	Paper, Manila Paper-100s/ budle				
38	24	pad	Paper, Yellow pad				
39	20	box	Staple wire No.35, Standard 26/6				
40	6	pack	Folder- L-type, for Legal size documents - 50s/pack				
41	4	pc	Stamp pad, felt, 60 mm x 100 mm min				
42	30	pair	Scissors, symmetrical, blade length: 65 mm min				
43	4	pc	Philippine National Flag, 100% polyester 4 x 6 ft				
44	50	pc	Sign pen, black, liquid/gel ink, 0.5 mm needle tip				
45	50	pc	Sign pen, blue, liquid/gel ink, 0.5 mm needle tip				
46	5	pack	Wrapping paper, kraft, 65 gsm (-5%), 20 sheets/pack				
47	100	pc	Notebook, composition, at least 40 leaves				
48	100	pc	Notebook, composition, at least 80 leaves				
49	10	pack	Construction paper, 9" x 12", 10 sheets/pack, assorted color				
50	200	pc	Ballpen, fine point, black				
51	200	pc	Ballpen, fine point, bue				
			Total:				


Approved Budget for the Contract: **Php158,516.00**

End Use: **Regional Rehabilitation Center for Youth (RRCY)**

Purpose : For use of RRCY staff.

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.


LEIF WAYNE YOUNG
 Canvasser

 Signature of Supplier / Authorized Representative
 Over Printed Name