



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office VII
Corner M.J. Cuenco and Gen. Maxilom Ave., Cebu City

**REQUEST FOR QUOTATION
NP- SMALL VALUE PROCUREMENT**

RFQ No. : DSWD7-2022-1679
Date : October 20, 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 a duly notarized certification to this effect.

Interested service providers are required to submit true copies of their valid **Mayor's/Business Permit and Philgeps Registration Number** upon submission of quotation. An **Omnibus Sworn Statement** shall be required prior to award.

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 17126 or **kc.af7.procurement@gmail.com** on or before **October 26, 2022 at 11:00AM**.

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 done **within the month of October - December 2022**.
- Place of Delivery: within Bohol Province
- Terms of Payment: within 30 calendar days from the completion of services 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: _____


EDLYN S. CANGQUE
Canvasser

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

(Signature over Printed Name of Supplier /
Authorized Representative)



Company Name: _____

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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	57	unit/s	VEHICLE RENTAL SERVICES (Van Type) Specification: * service from designated / identified pick-up and drop-off points from/to place of Origin/DSWD SWAD Bohol office to any point of Bohol Provinces and Cities and vice versa * to pick-up and drop-off passengers/staff and office supplies/materials from identified/designed pick-up and drop-off points * can accommodate of at least 12 passengers in comfortable & normal sitting capacity * in good running condition/roadworthiness * fully air-conditioned and well-maintained * vehicle year model must be 2015 and above * vehicle rental to include fully-vaccinated(for COVOD-19) licensed professional driver, fuel/lubricant, disinfectant/sanitizer, first-aid kit and fire extinguisher * vehicle must be regularly cleaned and disinfected * can provide of atleast five (5) vehicles per day, if needed by the end user. (Please provide plate numbers of the 5 vehicles) * rental service must be at least up to 14 hours per day on staggered or sheduled date/s by the end-user * without prejudice to the provisions of the applicable law, rules and regulations, the contract shall be automatically terminated when the amount specified for this contract has been exhausted				
Approved Budget for the Contract: Php370,500.00				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: KC-KKB							
Purpose :		Vehicle rental services for the transportation of DSWD FO VII staff and BP2P Beneficiaries to/from place of Origin/DSWD SWAD Office Bohol to/from any point of Bohol Provinces and Cities in providing DSWD services.					

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

 Signature of supplier/Authorized
 Representative over printed name

EDLYN S. CANGQUE
 Canvasser