



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

RFQ No. : DSWD7-2024-1055A
Date : August 29, 2024

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 supplier/s are required to submit true copies of their **valid Mayor's Permit and Philgeps Registration** upon submission of quotation/s. An **omnibus Sworn Statement** is 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 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **September 03, 2024 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 30 days from receipt and conformity of Purchase Order**.
- 4. Place of Delivery: **VDRC, TINGUB, MANDAUE CITY CEBU**
- 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: _____


CHARL ALBERT J. TORREFIEL
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: _____

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 Date: **August 29, 2024**

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	1	lot	PREVENTIVE MAINTENANCE SERVICES OF 2 UNITS 125KVA PERKINS GENERATOR SET AT VDRC GENERATOR 1 (ESN:RJ51555*U579738X) Scope of Work: Replacement of fuel filter Replacement of oil and oil filter Installation of primary battery switch with bracket and complete wiring harness Materials: 1 Piece Fuel Filter 1 Piece Oil Filter 1 Pail Engine Oil, 15W40 Primary battery switch with wires				
			GENERATOR 2 (ESN:RJ51555*R006180X) Scope of Work: Replacement of fuel filter Replacement of oil and oil filter Installation of primary battery switch with bracket and complete wiring harness Supply and delivery of 1 piece N70 (3SMF) maintenance free battery Materials: 1 Piece Fuel Filter 1 Piece Oil Filter 1 Pail Engine Oil, 15W40 Primary battery switch with wires 1 piece N70 (3SMF) maintenance free battery				
Approved Budget for the Contract: Php 53,700.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User:		VDRC					
PURPOSE :		PREVENTIVE MAINTENANCE SERVICES OF 2 UNITS 125KVA PERKINS GENERATOR SET AT VDRC					

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

CHARL ALBERT J. TORREFIEL
 Canvasser

 Signature of Supplier / Authorized Representative Over
 Printed Name

(page 2 of 2)