



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

RFQ No. : DSWD7-2024-1258
 Date : September 25, 2024

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

Sir/Madam:

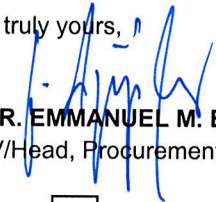
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be the basis for non-compliance. Also, kindly furnish us with descriptive brochures, catalogues, literatures 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, Philgeps Registration Number** 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 30, 2024 at 5:00PM**.

Very truly yours,


ENGR. EMMANUEL M. EDLES
 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 **please refer to Annex A**.
- Place of Delivery: **please refer to Annex A**
- Terms of Payment: **within 30 days from the receipt of billing statement**.
- 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: _____


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: _____

RFQ No. **DSWD7-2024-1258**
 Date: **September 25, 2024**

| Item No. | Quantity | Unit of Measure | Articles / Descriptions | Statement of Compliance (State "Comply" or "Not Comply") | Bidder's Specifications | Unit Cost | Total Cost |
|--|----------|-----------------|---|---|-------------------------|-----------|------------|
| Radio Ad | | | | | | | |
| 1 | 1 | package | SOCIAL PENSION RADIO AD Specifications: <ul style="list-style-type: none"> • 30-second ad for 6 spots/per day • To be aired (prime time and non-prime time) for the whole month of October and November in Bohol, Cebu, Negros Oriental, and Siquijor • Preferrably Cebu-based service providers • Radio Plug Package including production and airtime | | | | |
| 2 | 1 | package | CENTENARIAN RADIO AD Specifications: <ul style="list-style-type: none"> • 30-second ad for 6 spots/per day • To be aired (prime time and non-prime time) for the whole month of October and November in Bohol, Cebu, Negros Oriental, and Siquijor • Preferrably Cebu-based service providers • Radio Plug Package including production and airtime | | | | |
| | | | Note: <ul style="list-style-type: none"> • The Social Marketing Unit will provide the script and supplier must do the audio production. • DSWD owns the right of the radio ad and it can be played by several stations. • Supplier must submit sample finish product within 5 days upon receipt of approved PO or upon receipt of the finalized script. • The DSWD Social Marketing Unit will ask for the Airtime Log Sheet as MOV during the airing of radio plugs. | | | | |
| Approved Budget for the Contract: Php 200,000.00 | | | | Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable. | | | |
| End User: ORD-SMU | | | | | | | |
| PURPOSE : Social Pension and Centenarian Advocacy Materials | | | | | | | |

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