



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. : DSWD7-2024-1578
 Date : November 13, 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 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 **November 18, 2024 at 4:00PM.**

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 **within 30 days calendar from receipt and conformity of Purchase Order.**
- Place of Delivery: **DSWD FO VII, Corner M.J. Cuenco Avenue and Gen. Maxilom Ext., Carreta, Cebu City**
- 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: _____


BENJAMINE LIM
 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. **DSWD7-2024-1578**
 Date: **November 13, 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	20	unit	<p align="center">Vehicle Rental Services Cebu Province - 20 Units</p> <p>VAN RENTAL SERVICES</p> <p>Specifications: Transportation service from designated pick-up and drop-off points at the DSWD Field Office VII to any location within Cebu Province and its cities, and vice versa (excluding island areas) To transport passengers, staff, and office supplies/materials to and from designated pick-up and drop-off points. Can comfortably accommodate at least 12 passengers in a standard sealed arrangement In good working condition and roadworthy. Fully air-conditioned, well-maintained, regularly cleaned and disinfected Vehicle year model must be 2020 and above Vehicle rental includes a fully-vaccinated (for COVID-19) licensed professional driver, fuel/lubricant, disinfectant/sanitizer, first aid kit, and fire extinguisher. Rental services must be available for up to 14 hours per day on staggered or scheduled dates as specified by the end-user. Can promptly provide at least five (5) units simultaneously, if required. Without prejudice to the provisions of applicable law, rules and regulations, the contract shall be automatically terminated when the amount specified for this contract has been exhausted</p>				
Approved Budget for the Contract: Php 140,000.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: GSMS							
PURPOSE : To transport staff, cargo, and other materials to and from various destinations as indicated by the end user.							

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


BENJAMINE LIM
 Canvasser

 Signature of Supplier / Authorized Representative Over
 Printed Name