



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

RFQ No. : DSWD7-2024-1581 ✓  
 Date : November 18, 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 22, 2024 at 4:00PM.**

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 **Please refer to Annex A**
4. Place of Delivery: **Please refer to Annex A**
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: \_\_\_\_\_

  
**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. **DSWD7-2024-1581** ✓  
 Date: **November 18, 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	16 ✓	unit	<p><b>Vehicle Rental Services Negros Oriental Province - 16 Units</b></p> <p><b>VAN RENTAL SERVICES</b></p> <p>Specifications:                      PASSENGER VAN FOR NEGROS ORIENTAL PROVINCE</p> <ul style="list-style-type: none"> <li>&gt;Four-wheel drive, preferably</li> <li>&gt;Fully air-conditioned</li> <li>&gt;At least 14-person min. capacity (normal seating capacity)</li> <li>&gt;Inclusion of fuel and lubricant</li> <li>&gt;With licensed driver including his food and accomodation</li> <li>&gt;Vehicle year model must be 2018 or above</li> <li>&gt;Use of Van for the month of November-December 2024</li> <li>&gt;8-12 hours per day/ 5 trips each month</li> </ul> <p>Origin: Dumaguete City, Negros Oriental Places to be visited: All areas in the Province of Negros Oriental</p>				
<p><b>Approved Budget for the Contract: Php 136,000.00</b> ✓</p>				<p>Note:                      "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.</p>			
<p>End User: <b>WGP</b> ✓</p>							
<p><b>PURPOSE :</b> To provide transportation WGP RPMO Staff for official functions during the Validations and other Activities ✓</p>							

*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

(page 2 of 2)