



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

RFQ No. : DSWD7-2025-0065

Date : January 27, 2025

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) 887-9720; 233-0261; 231-2172 local 140 or 110 or e-mail to bac.fo7@dswd.gov.ph on or before **January 31, 2025 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: _____


CHAR ALBERT J. TORREFIEL
Cavasser

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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Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	150	unit	<p>PROVISION OF VEHICLE RENTAL SERVICES FOR CY 2025 (CEBU PROVINCE)</p> <p>Specifications:</p> <ul style="list-style-type: none"> > Service from DSWD Field Office VII or within Cebu City going to any point of Cebu Province with pick-up / drop-off at designated area given by end user and vice versa (no inter-island). > Can accommodate of at least 12 passengers in comfortable & normal seating capacity > To pick-up and drop-off passengers / staff from identified / designated pick-up and drop-off points > Fully air-conditioned and well-maintained. > Vehicle year model must be at least 2018 and above. > Inclusion of licensed professional driver, fuel / lubricant, disinfectant / sanitizer. > Vehicle must be regularly cleaned and disinfected. > Rental services up to 10 - 16 hours per day > Can provide atleast 10-units simultaneously in a day > End user to inform the service provider 3 days prior to the set schedule. > To include CCLEX toll fee, if necessary. > Service provider to submit Statement of Account or Billing Statement with attached Trip Ticket with name/s of the passenger. > 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. 				
<p>Approved Budget for the Contract: Php 900,000.00</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: CIS</p>							
<p>PURPOSE : To provide transportation in the delivery of DSWD- AICS services</p>							

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