



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. : DSWD7-2025-0768
Date : May 26, 2025

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

Sir/Madam:

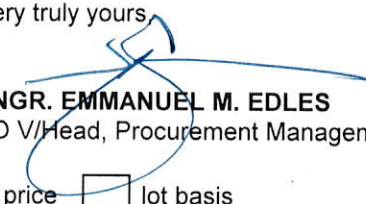
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be the basis for non-compliance. Also, kindly furnish us with descriptive brochures, catalogues, literatures 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 service providers are required to submit true copies of their valid **Mayor's/Business Permit & Philgeps Registration Number** upon submission of quotation. 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 17140 or 17110 or e-mail to bac.fo7@dswd.gov.ph on or before **May 30, 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 **within 30 calendar days from receipt and conformity of Purchase Order.**
- Place of Delivery: **DSWD Field Office VII, 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: _____


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


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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	200	pieces	<p>Production and Delivery of Coffee Table Book</p> <p>4Ps Coffee Table Book</p> <p>Specifications:</p> <p>Size: 22 x 26 cm</p> <p>Binding: Case binding, Matte lamination</p> <p>Paper type: 140-160 gsm, any uncoated paper</p> <p>No. of page: 160 pages including cover</p> <p>Color: Full color both side print</p> <p>With layouting</p> <p>The supplier should submit the final layout prior to mass printing.</p> <p>Preferred service providers is from Cebu</p> <p>Contents including stories and photos are still for compilation until the fourth quarter of 2025.</p> <p>See the attached sample layout for reference.</p>				
Approved Budget for the Contract: Php 200,000.00				<p>Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.</p>			
End User: ORD-SMU							
PURPOSE : To promote the gains of the Pantawid Pamilyang Pilipino Program to partners stakeholders							

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



Istorya sa kalambugan

16 STORIES FOR 16 YEARS



DSWD

Department of Social Welfare and Development

Field Office 7 - Central Visayas



**Pantawid Pamilyang
Pilipino Program**



BAGONG PILIPINAS

16

Istorya sa kalamayan

16 STORIES FOR 16 YEARS



DSWD

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**Pantawid Pamilyang
Pilipino Program**



BAGONG PILIPINA