



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office VII
Corner M.J. Cuenco and Gen. Maxilom Ave., Cebu City

REQUEST FOR QUOTATION SMALL VALUE PROCUREMENT

RFQ No. : **DSWD7-2025-1079**
Date : **July 11, 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** in accordance with Implementing Rules and Regulations of Republic Act 12009. Failure to indicate required information/s 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 or service provider/s is/are required to submit true copies of **valid Business/Mayor's Permit** and **Philgeps Registration Number** upon submission of the 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; 232-0261; 231-2172 local 17140 or 17110 or e-mail to bac.fo7@dswd.gov.ph on or before **July 15, 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 **5 days after the receipt and conformity of Purchase Order.**
- Place of Delivery: **DSWD-NIR, Brgy. Talay, Dumaquete 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**
- 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)



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Field Office VII, Cebu City


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Company Address _____
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Tin Number: _____

RFQ No.: DSWD7-2025-1079

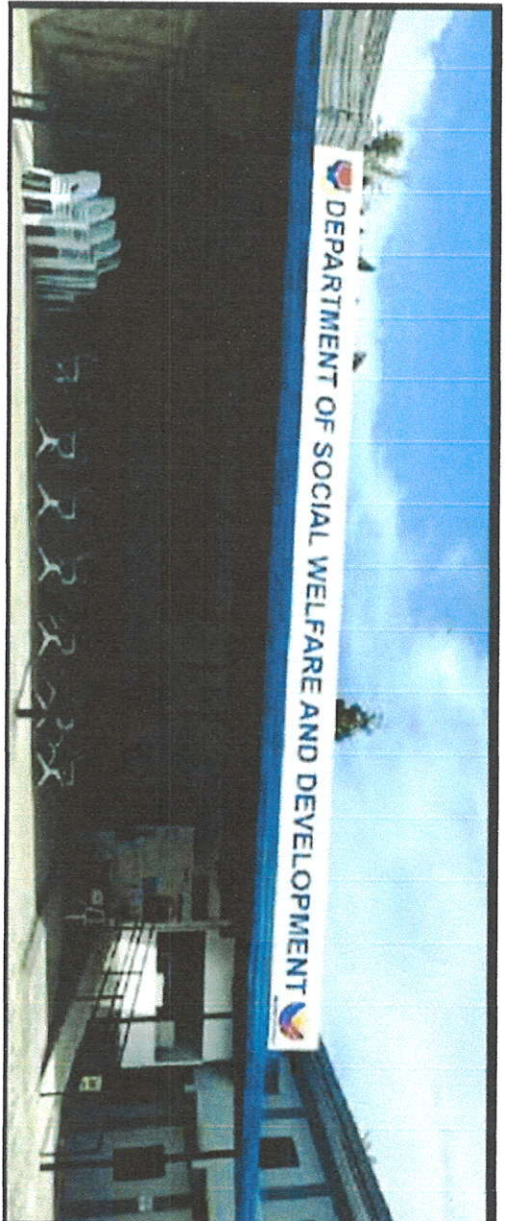
Date: July 11, 2025

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	1	lot	Improvement of Signages and Wall Finishes Specifications / Scope of Works: Signage -Single Face Box Type Panaflex Lighted Signage 40 ft (length) x 4ft (height), approx. -Metal Frame, Panaflex, Led Tube, Angle Aluminum, Stranded Electrical Wire, Plain Sheet, Brackets/Supports -at least 1 year service warranty for frame & lights Wall Finishes -Matte Sticker over 3mm thk Sintra Board -Print colors: full color -Dimension: approximately 1,500 centimeters (length) x 298.40 centimeters (height) Note: Design and/or layout will be provided by the End-user. Delivery shall be within 5 working days from the receipt of the approved Purchase Order. Place of Delivery: DSWD NIR, Talay, Dumaguete City				
Total:							
Approved Budget for the Contract: Php 230,000.00				"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated or may state brand, model and country of origin of item offered, if applicable.			
End User: DSWD NIR							
PURPOSE : For Field Office - NIR repair and improvement							

Signature of Supplier / Authorized Representative Over Printed Name


CHARL ALBERT J. TORREFIEL
Canvasser

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40 ft



Department of Social Welfare and Development



4 ft

