



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. : DSWD7-2025-1105
Date : July 18, 2025

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

Sir/Madam:

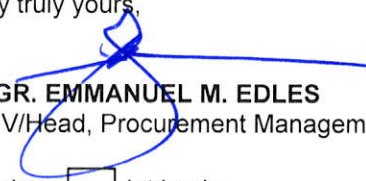
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in **Annex A** in accordance with Implementing Rules and Regulations of Republic Act 12009. Failure to indicate required information/s could be the basis 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 22, 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 after the 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**
- 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

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

RFQ No.: DSWD7-2025-1105

Date: July 18, 2025

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost				
Supply and Delivery of Tote Bags											
1	163	piece	Customized Tote Bag with Zipper - with ProtecTEEN Logo(front) and DSWD, Bagong Pilipinas and #BawatBuhayMahalagaSaDSWD Logo (Back) -Color: All black (body and handle) -Body Size: 15 inches(width), 14 inches(height) -Handle Size: 1.5 inches(width), 10 inches(height) -Bottom Size: 4 inches -Print: Customized Print, Transfer print/silkscreen								
2	170	piece	Customized Tote Bag with Zipper - with Program SOLO Logo(front) and DSWD, Bagong Pilipinas and #BawatBuhayMahalagaSaDSWD Logo (Back) -Color: All black (body and handle) -Body Size: 15 inches(width), 14 inches(height) -Handle Size: 1.5 inches(width), 10 inches(height) -Bottom Size: 4 inches -Print: Customized Print, Transfer print/silkscreen								
Total:											
Approved Budget for the Contract: Php 99,900.00				"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: Social Technology Unit											
To be distributed during the following activities: PURPOSE : a) Orientations on ST- Completed projects b) MOA Signing and other STU activities											

CHARL ALBERT J. TORREFIEL
Canvasser

Signature of Supplier / Authorized Representative Over Printed Name

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Customized Tote Bag with Zipper

Material: Canvas Fabric

Color: Black

Print: Customized Print, Transfer print/ silkscreen



Customized Tote Bag with Zipper

Material: Canvas Fabric

Color: Black

Print: Customized Print, Transfer print/ silkscreen



4 inches



Customized Tote Bag with Zipper

Material: Canvas Fabric

Color: Black

Print: Customized Print, Transfer print/ silkscreen

BACK

