

## REQUEST FOR QUOTATION SMALL VALUE PROCUREMENT

RFQ No. : DSWD7-2025-1129

Date : July 29, 2025

Company Name : \_\_\_\_\_  
Company Address : \_\_\_\_\_  
Contact Person : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
PhilGEPS Registration No.: \_\_\_\_\_

### Sir/Madam:

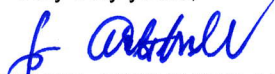
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in **Annex A** in accordance with Implementing Rules and Regulations of Republic Act 12009. Failure to indicate required information/s could be the basis 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 **August 04, 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)

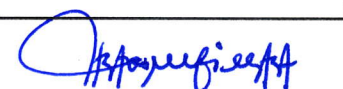


Company Name \_\_\_\_\_  
 Company Address \_\_\_\_\_  
 Contact Person \_\_\_\_\_  
 Contact No. \_\_\_\_\_  
 PhilGEPS Registration No.: \_\_\_\_\_  
 Tin Number: \_\_\_\_\_

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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	15	set	<p><b>Supply and Delivery of Admission Kit for Center for Women and Children FEMALE Clients</b></p> <p>Included in the kit with specifications:</p> <ul style="list-style-type: none"> <li>* 2 pcs of comb, made of plastic, with handle</li> <li>* 2 sets sleeping wear(terno pajama and shirt), cloth, can fit up to large body size</li> <li>* 3 pcs of ladies Bra, non-underwire, Adult sizes 34B to 36B</li> <li>* 7 pcs of Girls panty, cotton, Large</li> <li>* 5 pieces, t-shirt. 1 piece T-shirt per color, Medium to Large size (Pink, Blue, Red, Light Green, Light Blue), 100% polyester</li> <li>* 5 pcs shorts, knee-high length, taslan fabric, for adult,garterized</li> <li>* 1 pair of slipper, teen ager, size 9, rubberized, plain white</li> <li>* 1 pair of sneaker shoes for teenagers, sizes 6, 7, 8, and 9 dominant color of black/white</li> <li>* 2 face towel, meduim size</li> <li>* 2 set hair clips</li> <li>* 1 piece toiletry basket, plastic, with at least 2 compartments</li> <li>* 2 piece ponytail</li> <li>* 1 piece track pants, color black, can fit from Small to Large, for adult size</li> <li>* 1 piece Cargo/Jogger Pants, can fit from Small to Large</li> <li>* 2 pairs foot socks, for adult</li> <li>* 2 piece hair band</li> <li>* 2 piece handkerchief</li> <li>* Bag, cylindrical/barrel-shape, canvass, with interior side pockets,full zipper, with handle straps dominant black color, can pack all items above.</li> </ul> <p><b>Requirements:</b></p> <ul style="list-style-type: none"> <li>* The bag should have a capacity to pack all the items.</li> </ul>								
<b>Total:</b>											
Approved Budget for the Contract: <b>Php 75,000.00</b>				"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: <b>PSD-CIS/Center for Women and Children</b>											
PURPOSE : Provisions for newly rescued victims of OSEC as well as victims of trafficking in persons, sheltered at Center for Women and Children.											

  
**CHARL ALBERT J. TORREFIEL**  
 Canvasser

\_\_\_\_\_  
 Signature of Supplier / Authorized  
 Representative Over Printed Name

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