

REQUEST FOR QUOTATION
SMALL VALUE PROCUREMENT

RFQ No. : DSWD7-2025-1176
Date : August 4, 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, 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 8, 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: **Regional Rehabilitation Center for Youth, Sitio Baha-Baha, Tayud, Consolacion, Cebu,**
- 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.: **DSWD7-2025-1176**
 Date: **August 4, 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 Janitorial Supplies				
1	30	bottle	Dishwashing liquid - antibacterial at least 475-500 ml, known brand				
2	10	piece	Brush, toilet, plastic handle				
3	20	piece	Broom - soft, tambo				
4	20	piece	Broom - stick, tingting, 760 mm min with handle				
5	20	gal	Conditioner, fabric, scented in galloon				
6	25	piece	Doormat, rag, cotton, cloth, +22x16 inches				
7	25	piece	Doormat, rubberized, washable, at least 35x55 inches				
8	20	piece	Mop head - cotton, No. 400				
9	20	piece	Mop handle - aluminum, Standard, side lock				
10	10	pack	Tissue, jumbo rolls, 2-3 ply Specifications: - 100% virgin white paper - good quality - Absorbent, durable - Individually packed				
11	50	bottle	Cleaner - toilet bowl and urinal, 1000 ml/bottle				
12	20	can	Cleanser - scouring powder, 350g/can				
13	20	piece	Dust pan - plastic, detachable handle				
14	20	pad	Scouring pads -4.5"x2.7"x.06"mm, heavy duty				
15	20	piece	Steel wool, at least 3m, heavy duty, good quality				
16	10	piece	Toilet pump - rubber, standard size				
17	15	piece	Laundry basin - Aluminum, round, medium size, thick, good quality				
18	30	bottle	Soap, handwashing liquid, antibacterial, , at least 800ml				
19	25	piece	Pail - w/o cover , plastic, good quality , 16 ltrs				
20	15	piece	Dipper, plastic - good quality				
21	10	can	Air freshener - aerosol, 150g/can				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
22	5	roll	Trash bag - plastic, transparent, 840mm x 1016mm, 10pcs/roll				
23	10	piece	Trash Bin, Medium Size				
23	20	gal	Bleaching liquid, disinfectant various scent				
			Place of Delivery: Regional Rehabilitation Center for Youth, Sitio Baha - Baha, Tayud, Consolacion, Cebu				
Total:							
Approved Budget for the Contract: Php 126,000.00					"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: PSD-RRCY for Girls							
PURPOSE : For residents' consumption at RRCY for 2nd Semester July-December of 2025							


CHARL ALBERT J. TORREFIEL
 Canvasser

 Signature of Supplier / Authorized Representative Over Printed Name

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