



**REQUEST FOR QUOTATION
 NP-SMALL VALUE PROCUREMENT**

RFQ No. : DSWD7-2020-1251

Date : October 29, 2020

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 supplier/s are required to submit true copies of their valid Mayor's Permit, Philgeps registration number, Omnibus Sworn Statement for ABC above Php50,000.00, Income Tax Return for ABC above Php500,000.00 upon submission of quotation/s.

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) 233-8785; 232-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **November 5, 2020 at 5:00PM.**

Very truly yours,


ROSARIO P. BACONG,

AO V/Head, Procurement Management Section

Terms and Conditions:

1. Award shall be made on per: item basis total quoted price lot basis
2. Quotation validity shall be not less than **60 calendar days.**
3. Good/s or Services shall be delivered within **30 days** upon receipt of approved Purchase Order.
4. Place of Delivery: **DSWD FOVII, Cebu City**
5. Terms of Payment: **within 30 days from the receipt of billing statement/Sales Invoice**
6. Liquidated Damages/Penalty: **One-tenth of one percent for everyday of delay shall be imposed.**
7. 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.
8. Warranty period, if applicable: _____


REINAF LOR VISTO
 Canvasser

I am interested to quote and agree to the terms and conditions.

 Signature of Supplier/Service Provider/Authorized
 Representative over Printed Name



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
 Department of Social Welfare and Development
 Field Office VII, Cebu City

RFQ No.: **DSWD7-2020-1251**
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 Company Address: _____
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 PhilGEPS Registration No.: _____
 TIN: _____

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	1,665	copy	Reproduction/Printing of Barangay Protocol in Managing Cases of Children in Conflict with the Law and Children at Risk				
			Specifications:				
			Type of paper for cover: Foldcote cal 12				
			Type of paper for the inside pages: Book paper, 120 gsm uncoated				
			Color: Full color (Cover and inside)				
			Size: 8.5" x 11"				
			No. of pages: 114 pages (excluding cover)				
			Binding: Perfect Binding				
			Finish: Cover with Matte lamination				
			Printing: Design extend to edges				
Approved Budget for the Contract: Php499,500.00							
Charge to RJJWC -7 Funds							
End User: Regional Juvenile Justice and Welfare Committee-7							
PURPOSE : IEC materials to be distributed to LGUs				<p>"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.</p>			

Note: Procurement procedure in accordance with DSWD-Memorandum Circular No. 2, Series of 2007

REINAFELOR VISTO

Canvasser

Signature of Supplier/Service Provider/Authorized Representative over Printed Name