



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

RFQ No. : DSWD7-2020- 1355  
 Date : November 26, 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, and **Latest 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 **December 3, 2020 at 5:00 pm.**

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 **7 calendar days** upon receipt of approved Purchase Order.
4. Place of Delivery: **DSWD Field Office VII, Cebu City**
5. Terms of Payment: **within 30 calendar 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: \_\_\_\_\_

  
**LEIF WAYNE YOUNG**  
 Canvasser

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

\_\_\_\_\_  
 (Signature over Printed Name of Supplier /  
 Authorized Representative)



**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**  
 Field Office VII, Cebu City

RFQ No.: DSWD7-2020- 1355  
 Date: November 26, 2020

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

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	1	lot	<p><b>CHANGE OIL, REPLACEMENT OF PARTS AND OVERHAULING OF THE RADIATOR OF GENERATOR SETS</b></p> <p><b>GENERATOR 1 ( product # FGWPEP24HDMU04113)</b>                      -replacement of 1 set Fuel Filter #26560201                      -replacement of 1 set Lube Filter, 10000-64852                      -replacement of 3 Coolants ADD, DCA 60                      -replacement of Engine Oil, Rimula SAE40, R1                      -Cleaning and reconditioning of Radiator and Engine                      - 110KVA</p> <p><b>GENERATOR 2 ( product # FGWPEP40PJSD00375)</b>                      -replacement of 1 set Fuel Filter #26560201                      -replacement of 1 set Lube Filter, 10000-64852                      -replacement of 3 Coolants ADD, DCA 60                      -replacement of Engine Oil, Rimula SAE40, R1                      -Cleaning and reconditioning of Radiator and Engine                      - 110KVA</p> <p><b>GENERATOR 3 ( product # FGWPEP22ABMU01060)</b>                      -replacement of 1 set Fuel Filter #26560163                      -replacement of 1 set Lube Filter, 10000-51233                      -replacement of 1 Coolant ADD, DCA 60                      -replacement of Engine Oil, Rimula SAE40, R1                      -Cleaning and reconditioning of Radiator and Engine                      - 50KVA</p>				

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<b>GENERATOR 4 ( product # FGWPEP38KJSB00685)</b> -replacement of 1 set Fuel Filter #26560163 -replacement of 1 set Lube Filter, 10000-51233 -replacement of 1 Coolant ADD, DCA 60 -replacement of Engine Oil, Rimula SAE40, R1 -Cleaning and reconditioning of Radiator and Engine - 50KVA				
Approved Budget for the Contract: Php 80,000.00							
Charge to: VRDC							
End User: VDRRC							
Purpose : CHANGE OIL, REPLACEMENT OF PARTS AND OVERHAULING OF THE RADIATOR OF GENERATOR SETS							
				Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable.			

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

Signature of Supplier / Authorized Representative  
Over Printed Name

  
**LEIF WAYNE YOUNG**  
Carvasser