



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

RFQ No : DSWD7-2021- 0166 A
 Date : February 9, 2021

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

Sir/Madam:


Please quote your government prices 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 February 15, 2021 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. Services shall be performed within February to December 2021.
4. Place of Delivery: to any point of Bohol and Province
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 _____


HENRIETTA E. HORA
 Canvasser

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

 (Signature over Printed Name of Supplier /
 Authorized Representative)

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

RFQ No.: DSWD7-2021- 0166 A
 Date: February 9, 2021

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

Articles / Description	Unit	Specifications:	Statement of Compliance (Full Copy or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	unit	Van Rental (1 unit x 11 trips) Specifications: • Four-wheel drive, preferably. • Fully airconditioned • At least 14 person min. capacity (normal seating capacity) • Inclusion of fuel and lubricant • With licensed driver including his food and accommodation • Vehicle year model must be at least 2013 or above • Use of van depends on the set schedule of activity from February - December 2021 • 8 to 12 hours per day Origin: Tagbilaran City, Bohol Destination: any point in Bohol Province Round trip	Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable.			
Approved Budget for the Contract: Php 55,000.00 End User: Sustainable Livelihood Program (SLP)						
Purpose: To provide transportation of SLP staff for official functions during the CY 2021/ Spot check/ Conduct of Technical Assistance to different SLP staff and Delivery of Assorted Office Supplies and Documents to different LGUs and Conduct LAG implementation activities in the province of Bohol						

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

Signature of Supplier / Authorized Representative _____
 Over Printed Name _____

HENRIETTA E. HORA
 Canvasser