



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

RFQ No. : DSWD7-2021-1262  
 Date : October 27, 2021

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 service providers are required to submit true copies of their valid **Mayor's/Business Permit, Philgeps Registration Number and Latest Income Tax Return (ITR) for ABC above Php500,000.00** upon submission of quotation. An **Omnibus Sworn Statement (OSS)** shall be required prior to award for ABC above Php50,000.00.

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; **233-0261**; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **November 2, 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. Good/s or Services shall be delivered on or before **November 30, 2021**
4. Place of Delivery: **DSWD Field Office VII, Carreta, 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: \_\_\_\_\_

  
**ALEXIS JAN S. CUMBA**  
 Canvasser

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

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



Company Name: \_\_\_\_\_

RFQ No.: DSWD7-2021-1262

Company Address: \_\_\_\_\_

Date: October 27, 2021

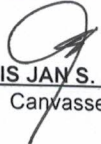
Contact Person: \_\_\_\_\_

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	750	pc	<b>BBE Advocacy Poster 1</b> <b>Specification:</b> * Size: 24 inches (width) x 36 inches (height) * Stock/Material: C2S 180, Plastic lamination * Process: Offset Printing * Color: Full color, 1 side printing  <b>Note:</b> Supplier should submit the final layout prior to mass printing  <b>Target Delivery Date:</b> November 30, 2021				
2	750	pc	<b>BBE Advocacy Poster 2</b> <b>Specification:</b> * Size: 24 inches (width) x 36 inches (height) * Stock/Material: C2S 180, Plastic lamination * Process: Offset Printing * Color: Full color, 1 side printing  <b>Note:</b> Supplier should submit the final layout prior to mass printing  <b>Target Delivery Date:</b> November 30, 2021				
			<b>Total:</b>				
Approved Budget for the Contract: <b>Php 90,000.00</b>				Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable.			
End User: <b>SMU</b>							
<b>Purpose :</b> For the conduct of the Bata Balik Eskwela (BBE) advocacy campaign.							

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

Signature of supplier/Authorized Representative  
over printed name
  
**ALEXIS JAN S. CUMBA**  
 Canvasser



Poster 1

Lahat ng BATA dapat nasa PAARALAN,  
... kayang MATUTO,  
... may PANGARAP,  
... MALAYA SA KAHIRAPAN.



Handwritten signature or initials in blue ink.

**Makipag-ugnayan sa inyong 4Ps Leaders sa komunidad ngayon!**

4Ps Municipal Operations Office:

Local Social Welfare and Development:

Para sa karagdagang impormasyon:

<https://pantawid.dswd.gov.ph/>





Poster 2

# Edukasyon at gabay ng pamilya para sa magandang kinabukasan



**Makipag-ugnayan sa inyong 4Ps Leaders sa komunidad ngayon!**

4Ps Municipal Operations Office:

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*Handwritten signature*