



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

RFQ No. : DSWD7-2022- 0273  
 Date : March 07 ,2022

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** upon submission of quotation. An **Omnibus Sworn Statement** shall be 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) 233-8785; 233-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **March 11, 2022 at 11:00 am.**

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 **March 25, 2022.**
4. Place of Delivery: **DSWD Field Office VII, Carreta, Cebu City**
5. Terms of Payment: **within 30 calendar days from the completion of services and 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: \_\_\_\_\_

  
**BRYAN C. LAGARE**  
 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.: DSWD7-2022- 0273

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

Date: March 07, 2022

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

Contact No.: \_\_\_\_\_

PhilGEPS Registration No.: \_\_\_\_\_

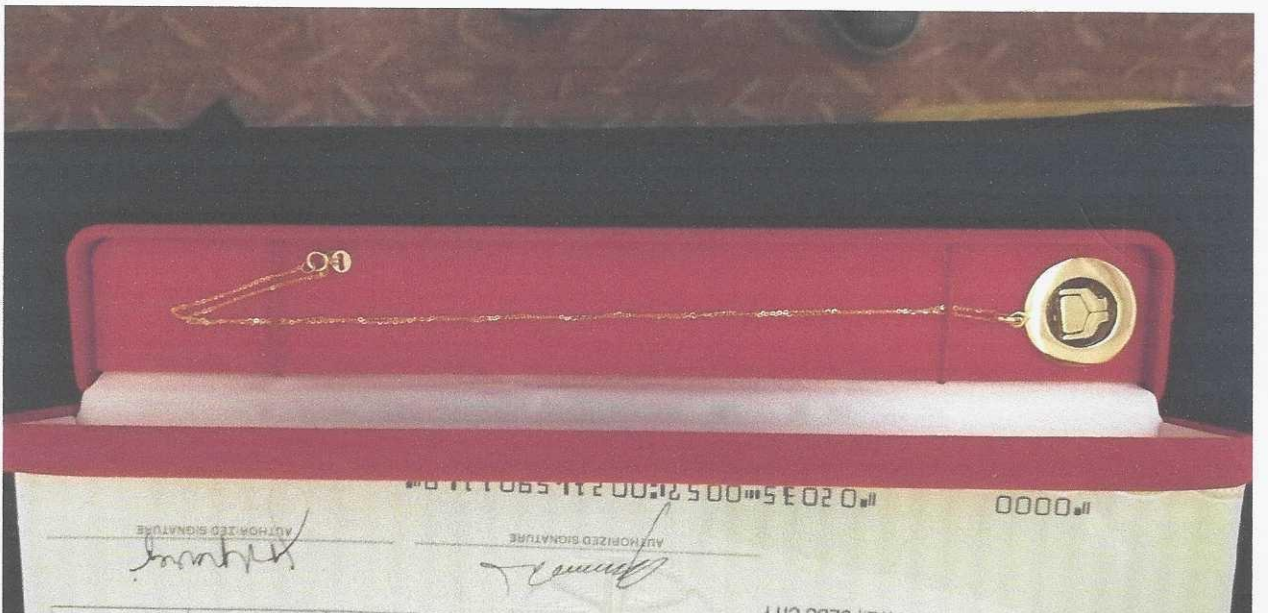
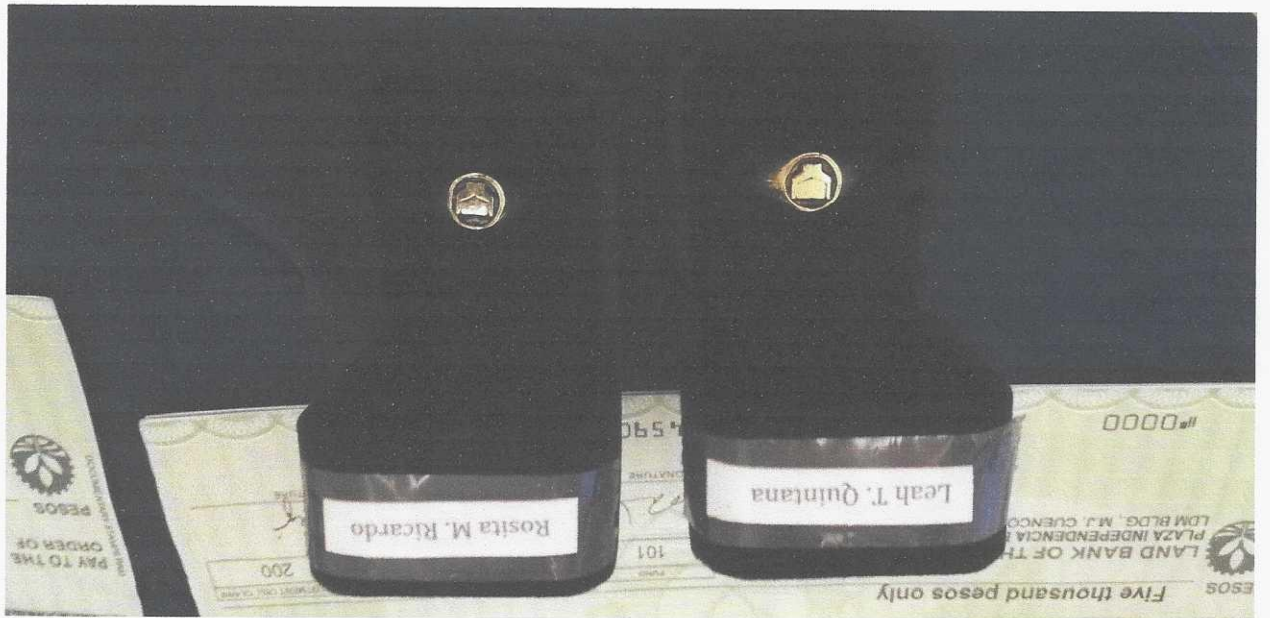
| Item No.   | Qty | Unit  | Articles / Descriptions  | Statement of Compliance (State "Comply" or "Not Comply")  | Bidder's Specifications | Unit Cost | Total Cost |
|--|-----|-------|--|---|-------------------------|-----------|------------|
|  |     |       | <b>Supply and Delivery of the Following Supplies:</b>  |   |                         |           |            |
| 1  | 4   | piece | <b>Pins:</b> Brass, Pure Gold Plated; Design (Loyalty Pins) Material: 20mm                                       |   |                         |           |            |
| 2  | 2   | piece | <b>Rings:</b> Silver; Design (Loyalty Rings)   |   |                         |           |            |
| 3  | 1   | piece | <b>Necklace:</b> Pure Silver, 18 inches chain, unisex, with Silver Pendent; Design of Pendant (Loyalty Necklace) |   |                         |           |            |
| 4  | 3   | piece | <b>Rings:</b> 14k Gold; Design (Loyalty Rings)   |   |                         |           |            |
| 5  | 1   | piece | <b>Necklace:</b> 14k Gold, 18 inches chain, unisex, with Gold Pendant; Design of Pendant (Loyalty Necklace)      |   |                         |           |            |
|  |     |       | Target Delivery Date:<br><b>March 25, 2022</b>   |   |                         |           |            |
| Approved Budget for the Contract: <b>Php 99,000.00</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>HRMDD</b>                                 |     |       |  |   |                         |           |            |
| Purpose : <b>DSWD 71st Anniversary Celebration.</b>    |     |       |  |   |                         |           |            |

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

Signature of supplier/Authorized Representative  
over printed name

**BRYAN C. LAGARE**  
Canvasser





Handwritten initials or signature in blue ink.