



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Field Office VII  
Corner M.J. Cuenco and Gen. Maxilom Ave., Cebu City

### REQUEST FOR QUOTATION SHOPPING

RFQ No. : DSWD7-2022-0915  
Date : May 26, 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.

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 **May 31, 2022 at 5:00PM.**


Very truly yours,

  
**ROSARIO P. BACONG**

AO V/Head, Procurement Management Section

**Terms and Conditions:**

- Award shall be made on per:  item basis  total quoted price  lot basis
- Quotation validity shall be not less than **60 calendar days.**
- Good/s or Services shall be delivered **within 30 days calendar from receipt and conformity of Purchase**
- Place of Delivery: **DSWD Field Office VII, Carreta, Cebu City**
- Terms of Payment: **within 30 days from the receipt of billing statement.**
- Liquidated Damages/Penalty: **One-tenth of one percent for everyday of delay shall be imposed.**
- 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.
- Warranty period, if applicable: \_\_\_\_\_

  
**BONAPARTE D. CASEÑAS II**  
Canvasser

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

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



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

Company Name \_\_\_\_\_  
 Company Address \_\_\_\_\_  
 Contact Person \_\_\_\_\_  
 Contact No. \_\_\_\_\_  
 PhilGEPs Registration No.: \_\_\_\_\_  
 Tin Number: \_\_\_\_\_

RFQ No DSWD7-2022-0915  
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Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	10	unit	<b>Supply and Delivery of Multifunton Printer (Color)</b> Function: Print, Scan, Copy Monthly Duty Cycle: >20,000 impression <b>Copying</b> * Copy Speed: > 7 cpm (black) > cpm (color) * Copy Resolution: > 300 dpi <b>Printing</b> * Print Speed: > 15 ppm (black) > 15 ppm (color) * Print Resolution: > 300 dpi <b>Scanning</b> * Optical Resolution: > 200 dpi * Bit Depth: > 24 bit * Scan Size Max (ADF): Legal * File Format Supported: PDF, TIFF, JPEG <b>Document and Media Handling</b> * Document Feeder Sheet Capacity: > 20 Sheets * Document Feeder Max Size Capacity: Legal * Max Copy Size: Legal * Paper Tray Sheet Capacity: > 100 sheets * Paper Tray Max Size Capacity: Legal <b>PC Connectivity</b> * Connection: Hi-Speed USB 2.0; Ethernet 10/100 Base-T, <b>Warranty:</b> 1-year Hardware Warranty <b>Delivery Period:</b> 30 Calendar Days				
<b>Approved Budget for the Contract: Php 149,500.00</b>				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: PANTAWID							
<b>PURPOSE :</b> To be used for printing of various documents of Pantawid field staff.							

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

\_\_\_\_\_  
Signature of Supplier / Authorized Representative  
Over Printed Name

Bonaparte D. C II  
**BONAPARTE D. CASEÑAS II**  
 Canvasser