



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

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

RFQ No. : DSWD7-2022-1069
Date : June 24, 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 supplier/s are required to submit true copies of their **valid Mayor's Permit, Philgeps Registration Number, and Latest Income Tax Return** upon submission of quotation/s. An Omnibus Sworn Statement is 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 **June 28, 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 7 days upon receipt of electronic file from the end user.**
- 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.: DSWD7-2022-1069

Date: June 24, 2022

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	333,668	sheet	Printing Services for Compliance Verification (CV) Forms				
			Specifications: * Single side printing monochrome * A4 size bondpaper white, 70gsm * Should be in accordance with the forms provided per set per municipality (PDF files will be provided by the End-user, around 83,417 pages per period): <ul style="list-style-type: none"> ● CV-F1 (Master List rev. July 2021) ● CV-F2 (Education) rev. Oct. 2021 ● CV-F3 (Health) rev. July 2022 ● CV-F4 (Family Development) rev. Feb. 2017 * Forms should be printed per period <ul style="list-style-type: none"> ● Period 3 (June-July 2022) ● Period 4 (August-September 2022) ● Period 5 (October-November 2022) ● Period 6 (December-January 2023) 				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<p>* Printed forms should be packed per classification of forms and per province</p> <ul style="list-style-type: none"> • Printed forms should be delivered within 7 calendar days upon receipt of electronic file per period to DSWD Field Office at Carreta, Cebu City. <p>Note: Please see the attached sample forms</p>				
Approved Budget for the Contract: Php 667,336.00				Note:			
End User: PANTAWID				"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
PURPOSE : For distribution to Pantawid stakeholders and MOOs staff.							

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

Bonaparte D.C II
BONAPARTE D. CASEÑAS II
 Canvasser

 Signature of Supplier / Authorized Representative Over
 Printed Name

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