



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. : DSWD7-2022-1412
Date : August 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. 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 **August 30, 2022 at 1:00PM**.

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 P.O.**
- Place of Delivery: **VDRC, TINGUB, MANDAUE CITY CEBU**
- 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. CASENAS II
Canvasser

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

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

Annex A

Procurement Form No. 04-A (Annex A)



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

RFQ No. DSWD7-2022-1412

Date: August 26, 2022

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

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
Supply and Delivery of Transparent Tapes							
1	300	roll	Packaging Tape (2 inches) Specifications: Width 50.8 mm +/-5% (2 inches) Length 100 meters +/-5% Thickness 50 microns +/-2% Inside Core Diameter 76 millimeter +/-2% With One Color Print				
2	300	roll	Packaging Tape (3 inches) Specifications: Width 50.8 mm +/-5% (2 inches) Length 100 meters +/-5% Thickness 50 microns +/-2% Inside Core Diameter 76 millimeter +/-2% With One Color Print				
3	300	roll	Packaging Tape (2 inches) Specifications: Width 50.8 mm +/-5% (2 inches) Length 500 meters +/-5% Thickness 50 microns +/-2% Inside Core Diameter 76 millimeter +/-2mm With One Color Print				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
4	150	roll	<p align="center">Packaging Tape (3 inches)</p> <p>Specifications:</p> <p>Width 50.8 mm +/-5% (2 inches)</p> <p>Length 500 meters +/-5%</p> <p>Thickness 50 microns +/-2%</p> <p>Inside Core Diameter 76 mililimeter +/-2mm</p> <p align="center">With One Color Print</p>				
			<p>Marking Requirements: Markings and prints shall be coordinated with one approved by End-user.</p> <p>Special Requirements: Supplier to provide 1 roll sample for testing and evaluation by End-user.</p> <p>Place of Delivery: VDRRC, Brgy. Tingub, Mandaue City.</p> <p>Payment: Shall be processed after delivery is completed and the required documents are submitted</p>				
Total:							
Approved Budget for the Contract: Php 339,750.00				<p>Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.</p>			
End User: VDRRC							
PURPOSE : Packaging materials for the Family Food Packs							

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


BONAPARTE D. CASEÑAS II
 Canvasser

 Signature of Supplier / Authorized Representative
 Over Printed Name

Illustration and Sizes



RELIEF SUPPLIES

NOT FOR SALE



RELIEF SUPPLIES

NOT FOR SALE



RELIEF SUPPLIES

NOT FOR SALE

For 3" tape

DSWD logo: 3.75 inches

Relief supplies

Font style: Arial

Font size: 30 pt (300 dpi)

Font color: #ed1c24

Not for sale:

Font style: Arial bold

Font size: 21 pt (300 dpi)

Font color: #ed1c24

Space in between prints: 1.5"

For 2" tape

DSWD logo: 2.5 inches

Relief supplies

Font style: Arial

Font size: 23 pt (300 dpi)

Font color: #ed1c24

Not for sale

Font style: Arial bold,

font size: 16.7 pt (300 dpi),

font color: #ed1c24

Space in between prints: 1.24"