

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

RFQ No. : **DSWD7-2023-0489A**

Date : **April 18, 2023**

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** 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 **April 24, 2023 at 10:00AM.**

Very truly yours,

  
**ENGR. EMMANUEL M. EDLES**  
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 **On or before May 5, 2023**
- Place of Delivery: **DSWD FO VII, Corner M.J. Cuenco Avenue and Gen. Maxilom Ext., 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: \_\_\_\_\_

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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
			<b>Supply and Delivery of Tokens for the Awardees</b>				
			<b>Awards:</b>				
1	15	piece	• Pins w/ DSWD Logo				
2	2	piece	• Silver ring w/ DSWD Logo				
3	3	piece	• Silver wrist watch w/ DSWD Logo				
4	4	piece	• Silver Necklace 20' chain, pendant w/ DSWD Logo, 18 k				
5	2	piece	• Gold Ring w/ DSWD Logo, 18 k				
6	2	piece	• Gold Necklace 20' chain, pendant w/ DSWD Logo, 18 k				
7	13	piece	• Tokens for service awardees (watches) w/ DSWD Logo				
			<b>Note:</b> To be Delivered on or before May 5, 2023				

**Total:**

Approved Budget for the Contract: **Php 237,000.00**  
 End User: **HRMDD-WELFARE SECTION**  
 Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.

**PURPOSE :** Awards for DSWD 72nd Anniversary Celebration

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

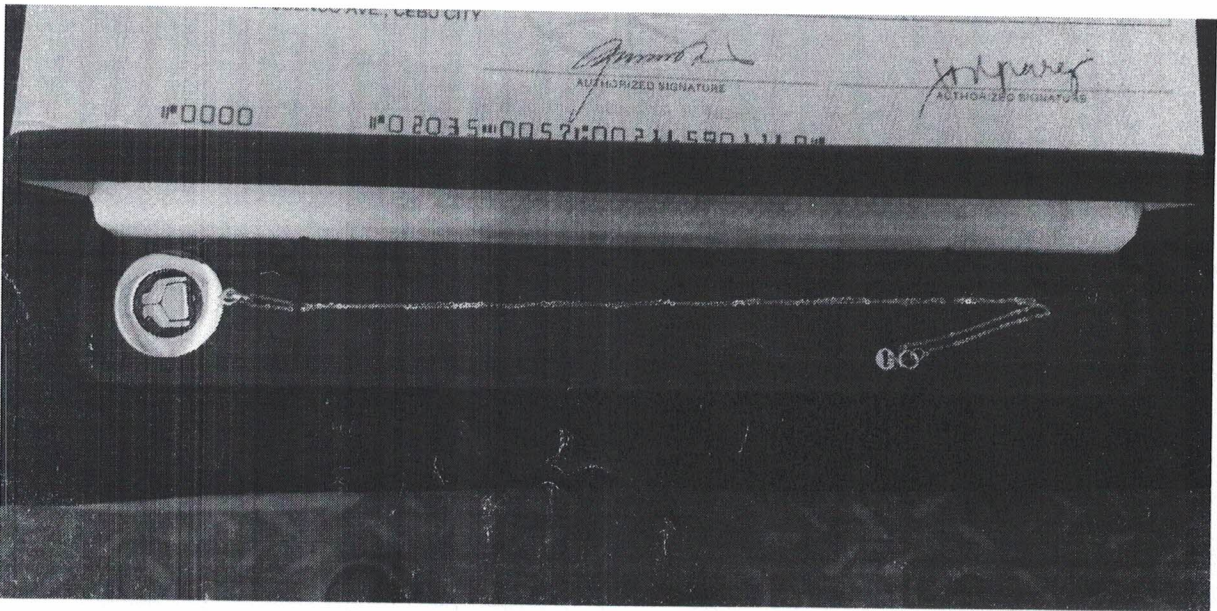
*Bonaparte D. Caseñas II*  
**BONAPARTE D. CASEÑAS II**  
 Canvasser

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

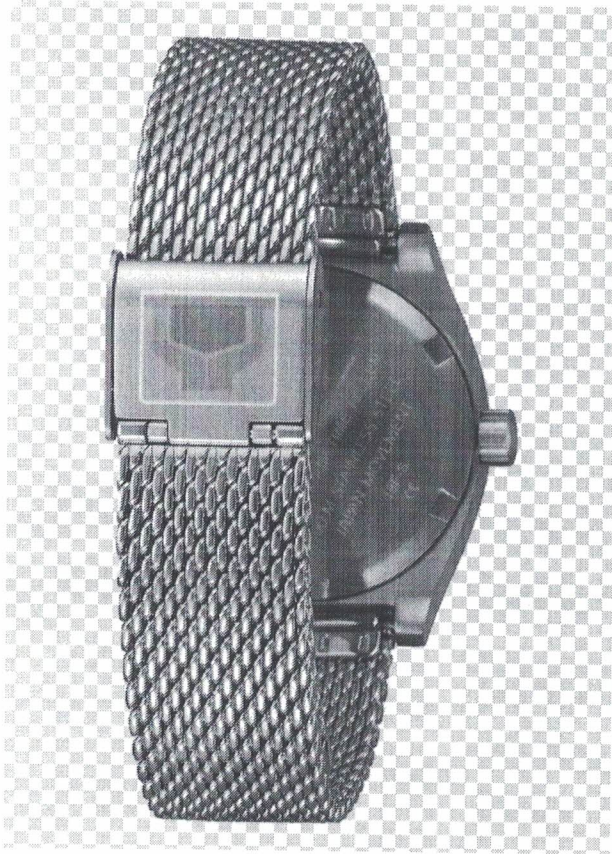
Pins with DSWD Logo



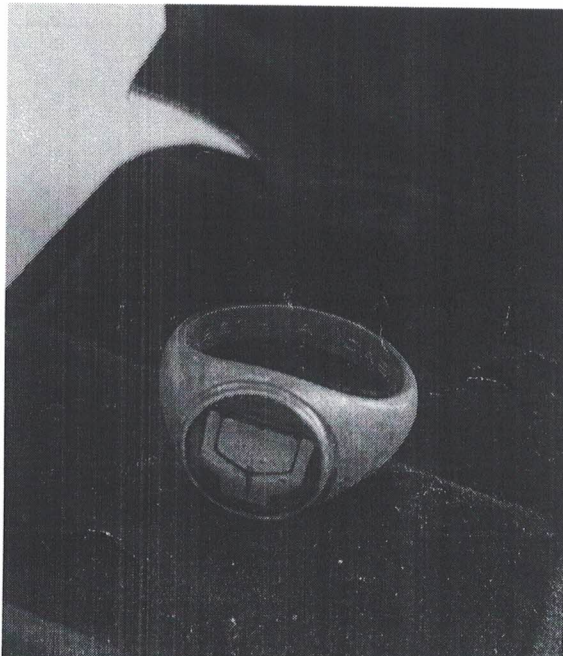
Necklace (Silver and Gold) with DSWD Pendant



silver watch with DSWD Logo on lock



Ring (silver and gold) with DSWD logo



*DSWD*