



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

RFQ No. : DSWD7-2023-1017
 Date : July 25, 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. An omnibus Sworn Statement** is required prior to award.

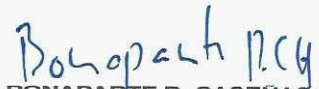
Please accomplish and submit this form together with **Annex A** and **Bank Information** to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 233-8785; 233-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **July 31, 2023 at 5:00PM.**

Very truly yours,


ENGR. EMMANUEL M. EDLES
 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 **please refer to Annex A**
4. Place of Delivery: **please refer to Annex A**
5. Terms of Payment: **within 30 days from the receipt of billing statement.**
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: _____


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)



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. DSWD7-2023-1017

Date: July 25, 2023

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	30	unit	PROVISION OF VAN RENTAL SERVICES (Cebu)				
			<p>Specifications:</p> <ul style="list-style-type: none"> • Service from DSWD FO VII office going to anypoint of Cebu Province with pick-up / drop-off at every LGU and vice-versa <p>Other Conditions:</p> <ul style="list-style-type: none"> • Can accommodate of at least 12 passengers in comfortable & normal sitting capacity. • In good running condition/roadworthiness. • Fully air-conditioned and well-maintained. • Vehicle year model must be 2015 and above. • To pick-up and drop-off passengers/staff from identified/designated pick-up and drop-off points. • Vehicle rental to include licensed professional driver, fuel/lubricant, disinfectant/sanitizer. • Driver must be vaccinated for Covid-19 virus • Vehicle must be regularly cleaned and disinfected. • Rental service up to 10-16hours per day on staggered or scheduled date/s by end-user 				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<ul style="list-style-type: none"> Without prejudice to the provisions of the applicable law, rules and regulations, the contract shall be automatically terminated when the amount specified for this contract has been exhausted. Can provide of at least 5 units at a time, if necessary 				
Approved Budget for the Contract: Php 180,000.00				Note:			
End User: SOCIAL PENSION PROGRAM				"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
PURPOSE :				To Provide transportation of SocPen staff for official functions during CY-2023 Payout/Spot check/Conduct of Technical Assistance to LGUs and other activities.			

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

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MEMORANDUM

FOR : THE CHAIRPERSONS, BIDS AND AWARDS COMMITTEES
THRU : THE HEAD, BAC SECRETARIAT
FROM : The AO V/Head
Procurement Management Section
SUBJECT : REQUEST FOR APPROVAL TO PROCEED WITH THE POSTING
AT PHILGEPS, DSWD WEBSITE AND CONSPICUOUS PLACES
DATE : 25 July 2023

May we request for your approval to proceed with the posting at PhilGEPS, Website and Conspicuous places of the signed Request for Quotation with the following details:

PR No.	Particulars	End-User	Approved Budget for the Contract
2023-1017	Provision of Van Rental Service	Social Pension Program	180,000.00

Attached also are the following documents:

No.	Type of Documents	No. of Copies	
		Original	Photocopy
1	Signed Request for Quotation	1	-
2	Approved Purchase Request	2	-
-		-	-

For your approval.

Thank you.

ENGR. EMMANUEL M. EDLES

Approved by:

Recommending Approval:

ROSEMARIE S. SALAZAR
Chairperson, BAC I

GRAEME FERDINAND D. ARMECIN
BAC Secretariat Head

PATRICIA R. MEGALBIO
Chairperson, BAC II