



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

RFQ No. : DSWD7-2023-1262
 Date : September 15, 2023

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

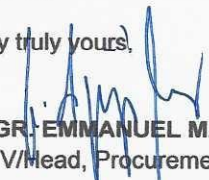
Sir/Madam:

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 **September 20, 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. 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. **DSWD7-2023-1262**
 Date: **September 15, 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	42	unit	<p>PROVISION OF VAN RENTAL SERVICES</p> <p>Specifications:</p> <ul style="list-style-type: none"> ● Service from DSWD FO VII within Cebu City going to any point of Cebu Province with pick-up / drop-off at designated area given by end user and vice versa (no inter-island) ● Can accommodate of at least 12 passengers in comfortable & normal sitting capacity. ● To pick-up and drop-off passengers/staff from identified/designated pick-up and drop-off points. ● Fully air-conditioned and well-maintained. ● Vehicle year model must be 2015 and above. ● Inclusion of 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 16-18hours per day ● Can provide at least 10-units simultaneously in a day, if needed ● End user to inform the service provider 3 days prior to the set schedule ● To include CCLEX toll fee, if necessary 				

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"> • Service provider to submit Statement of Account or Billing Statement with attached Trip Ticket with name/s of the passenger • 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. 				
Approved Budget for the Contract: Php 252,000.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: PSD-CIS							
PURPOSE : To provide transportation in the delivery of DSWD - AICS services							

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

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DRN: VII-FO-AD-PS-A-PR-23-09-41292-S

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 : 15 September 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
2023-1262	PROVISION OF VAN RENTAL SERVICES (CEBU)	CIS	252,000.00

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

Recommending Approval:

GRAEME FERDINAND D. ARMECIN
BAC Secretariat Head

Approved by:

ROSEMARIE S. SALAZAR
Chairperson, BAC I

PATRICIA R. MEGALBIO
Chairperson, BAC II