



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

RFQ No. : DSWD7-2023-1361B

Date : October 20, 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. 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 **October 24, 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 **within 30 days calendar from receipt and conformity of Purchase Order.**
4. Place of Delivery: **DSWD FO VII, Corner M.J. Cuenco Avenue and Gen. Maxilom Ext., Carreta, Cebu City**
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. DSWD7-2023-1361B
 Date: October 20, 2023

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 Advocacy Materials				
1	56,000	lot	Advocacy Materials for DSWD-7 Production, and Delivery of the following: <hr/> RRCY Brochure Specifications: Dimension: 8.13 in x 11.7in or A4 Paper: C2S 80gsm Full Color: (back-to-back) Quantity: 4,000 <hr/> HFG Brochure Specifications: Dimension: 8.13 in x 11.7in or A4 Paper: C2S 80gsm Full Color: (back-to-back) Quantity: 4,000 <hr/> RSCC Brochure Specifications: Dimension: 8.13 in x 11.7in or A4 Paper: C2S 80gsm Full Color: (back-to-back) Quantity: 4,000 <hr/> RHW Brochure Specifications: Dimension: 8.13 in x 11.7in or A4 Paper: C2S 80gsm Full Color: (back-to-back) Quantity: 4,000 <hr/> AVRC II Brochure Specifications: Dimension: 8.13 in x 11.7in or A4 Paper: C2S 80gsm Full Color: (back-to-back) Quantity: 4,000				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			AICS Brochure Specifications: Dimension: 8.13 in x 11.7in or A4 Paper: C2S 80gsm Full Color: (back-to-back) Quantity: 4,000				
			SFP Brochure Specifications: Dimension: 8.13 in x 11.7in or A4 Paper: C2S 80gsm Full Color: (back-to-back) Quantity: 4,000				
			RRPTP Brochure Specifications: Dimension: 8.13 in x 11.7in or A4 Paper: C2S 80gsm Full Color: (back-to-back) Quantity: 4,000				
			Travel Clearance for Minors Brochure Specifications: Dimension: 8.13 in x 11.7in or A4 Paper: C2S 80gsm Full Color: (back-to-back) Quantity: 4,000				
			CBS Brochure Specifications: Dimension: 8.13 in x 11.7in or A4 Paper: C2S 80gsm Full Color: (back-to-back) Quantity: 4,000				
			Regulatory Services Brochure Specifications: Dimension: 8.13 in x 11.7in or A4 Paper: C2S 80gsm Full Color: (back-to-back) Quantity: 2,000				
			TARA Brochure Specifications: Dimension: 8.13 in x 11.7in or A4 Paper: Book Paper 80gsm Full Color: (back-to-back) Quantity: 4,000				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<p>NHTS-Listahan Brochure Specifications: Dimension: 8.13 in x 11.7in or A4 Paper: C2S 80gsm Full Color: (back-to-back) Quantity: 4,000</p>				
			<p>Targeted Cash Transfer Brochure Specifications: Dimension: 8.13 in x 11.7in or A4 Paper: C2S 80gsm Full Color: (back-to-back) Quantity: 2,000</p>				
			<p>Pantawid Pamilyang Pilipino Program Brochure Specifications: Dimension: 8.13 in x 11.7in or A4 Paper: C2S 80gsm Full Color: (back-to-back) Quantity: 4,000</p>				
			<p>Note: All design and/or layout will be provided by the Social Marketing Unit. Supplier must Provide mock-up copy for approval prior to mass production. Must be delivered 30 days after approval of mock-up copy.</p>				
Approved Budget for the Contract: Php 700,000.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: SMU							
PURPOSE : Information, Education and Communication (EIC) materials.							

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


BONAPARTE D. CASEÑASTI
Canvasser

Signature of Supplier / Authorized Representative Over
Printed Name

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