



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. : DSWD7-2021- 0267

Date : March 3, 2021

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, Omnibus Sworn Statement for ABC above Php50,000.00, and Latest Income Tax Return for ABC above Php500,000.00 upon submission of quotation/s.

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; 232-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **March 9, 2021 at 5:00 pm.**

Very truly yours,


ROSARIO P. BACONG

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 March 2021 to December 2021.
4. Place of Delivery: **Any point in Siquijor Province**
5. Terms of Payment: **within 30 calendar days from the receipt of Billing Statement / Sales Invoice.**
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: _____


ROEN VAILOCES

Canvasser

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

(Signature over Printed Name of Supplier /
Authorized Representative)


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

Annex A

 RFQ No.: DSWD/2021-0267
 Date: March 3, 2021

Company Name

Company Address

Contact Person

Contact No.

PhilGEPS Registration No.

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	10	unit	VAN RENTAL Specification: • Four-wheel drive, preferably • Fully airconditioned • At least 14-person minimum capacity (normal seating capacity) • Inclusion of fuel and lubricant • With licensed driver including his food and accommodation • Vehicle year model must be at least 2013 or above • Use of Van depends on the set schedule of activity from (March-December 2021) • 8 to 12 hours per day Origin: Siquilor, Siquilor Destination: Any point in Siquilor Province (roundtrip)				

Approved Budget for the Contract: **Php 60,000.00****End User: Social Pension Program**

Purpose : To provide transportation of SocPen staff for official functions during the CY-2021/ 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.

Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable.

 Signature of Supplier / Authorized Representative
 Over Printed Name

ROEN VALSORES
 Canvasser