



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

RFQ No. : DSWD7-2021- 0497  
 Date : April 22, 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 **April 28, 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 30 days calendar from receipt and conformity of Purchase Order.
4. Place of Delivery: VDRC Tingub, Mandaue City
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: \_\_\_\_\_

  
**JOCELYN G. PADO**  
 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

Company Name  
 Company Address  
 Contact Person  
 Contact No.

RFQ No.: DSWD7-2021- 0497  
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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	1	lot	PROVISION OF LABOR, SUPPLIES AND MATERIALS FOR THE REPAIR AND MAINTENANCE OF TWO (2) UNITS OF GENERATOR AT VISAYAS DISASTER RESOURCE CENTER AND FIELD OFFICE VII  Automatic Voltage Regulator 15A <b>Specification:</b> * Sensing Input Voltage: 200-400V AC, 1 phase2 wire * Power Input Voltage: 150-300V AC, 1 phase2 wire * Output Voltage: Max 80VDC@260V AC input * Current: Continuous 4-8A * Intermittent 8-15A for 10 sec. * Resistance min. 7-15 ohms - Max. 120 ohms * Voltage Build-up: Residual volts 3V AC * Unit Power Dissipation: Max. 6-10 watts	Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable.			
Approved Budget for the Contract: <b>Php 70,000.00</b>							
<b>End User: VDRC</b> Purpose : For Repair and Preventive Maintenance and voltage correction of the 2 units of generator.							

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

Signature of Supplier / Authorized Representative  
 Over Printed Name

**JOCELYN G. PADAO**  
 Canvasser