



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. : DSWD7-2020-0905
 Date : August 25, 2020

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, 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 **August 28, 2020 at 5:00PM.**

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 (**please refer to Annex A**).
4. Place of Delivery: **Door to door delivery of DSWD services to any point in Cebu City and Cebu Province)**
5. Terms of Payment: **within 30 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: _____

JOEMARIE C. MAÑAGO JR.

Canvasser

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

 Signature of Supplier/Service Provider/Authorized
 Representative over Printed Name



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
 Department of Social Welfare and Development
 Field Office VII, Cebu City

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PhilGEPS Registration No.: _____
 TIN: _____

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	40	unit	Vehicle Rental Services (VANS) *Can accommodate of at least 12 pax in comfortable and normal sitting capacity *Air conditioned & well-maintained *Inclusive of licensed professional driver, fuel/lubricant, disinfectant/sanitizer, driver's fee and food *In good running condition/roadworthiness *Door to door delivery of DSWD services to any point in Cebu City and Cebu Province) (No inter-island trip) *Point of Origin: DSWD FO VII *Date of service: September to December 2020 *Rental service up to 14 hours per day on staggered date as schedule by the end-user. *Vehicle must be regularly cleaned and disinfected *Note: DSWD will notify the service provider atleast 1 day before the scheduled date.				
Approved Budget for the Contract: Php240,000.00							
Charge to: CIS Funds							
End User: Crisis Intervention Section (CIS)							
PURPOSE : Transportation in the delivery of DSWD - AICS services.							
"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.							

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

JOEMARIE C. MANAGO JR.
 Canvasser

 Signature of Supplier/Service Provider/Authorized Representative over Printed Name