



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

RFQ No. : DSWD7-2021- 0466  
 Date : April 6, 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 13, 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 April to July 2021.
4. Place of Delivery: DSWD Field Office VII, Cebu City and to anypoint of Cebu Province and vice versa
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: \_\_\_\_\_

  
**LEIF WAYNE P. YOUNG**  
 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. \_\_\_\_\_  
 PhilGEPS Registration No.: \_\_\_\_\_

RFQ No.: DSWD7-2021 - 0466  
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Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	1	lot	<b>VEHICLE RENTAL SERVICES (1 UNIT)</b>  Specification:  <b>1-unit VAN</b>  <u><b>(for South Bound)</b></u> * Service from DSWD Field Office VII Cebu City, Cebu going to South area up to Santander, Cebu thru either Sibonga, Barili and Toledo City road with pick-up/drop-off every LGU and vice versa  <u><b>(for North Bound)</b></u> * Service from DSWD Field Office VII, Cebu City, Cebu going to Cebu North area up to Daan Bantayan, Cebu thru Western or Eastern side of Cebu North either Consolation and Tuburan with pick-up/drop-off every LGU and vice versa (excluding the Camotes Island and Bantayan Island)				

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost			
<p><b>Other Conditions:</b></p> <ul style="list-style-type: none"> <li>* Can accommodate of at least 14 pax in comfortable &amp; normal sitting capacity</li> <li>* In good running condition/roadworthiness</li> <li>* Fully air-conditioned and well-maintained</li> <li>* Vehicle year model must be 2015 and above</li> <li>* To pick-up and drop-off passengers/staff from identified and designated pick-up and drop-off points</li> <li>* Vehicle rental to include licensed professional driver, fuel/lubricant, disinfectant/sanitizer and thermal scanner.</li> <li>* Vehicle must be regularly cleaned and disinfected</li> <li>* To ensure body temperature should be taken for every passenger before riding the vehicle and implement the "NO Facemask and Faceshield- NO Ride Policy".</li> <li>* Rental service up to 14-16 hours per day for 18day/trip with staggered date and LGU assigned by end-user</li> </ul>				<p>Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable.</p>						
<p>Approved Budget for the Contract: <b>Php 117,000.00</b></p>										
<p>End User: <b>NHTS</b></p>										
<p>Purpose : Vehicle rental services for the transportation of Listahanan Staff for from DSWD Field Office VII to Cebu North , Cebu South, East and West bound(excluding Bantayan and Camotes Island) for the Listahanan 3 - Validation and Finalization Phase extension on April to July 2021.</p>										

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

Signature of Supplier / Authorized Representative  
Over Printed Name

  
**LEIF WAYNE P. YOUNG**  
Canvasser