



REQUEST FOR QUOTATION
NP- SMALL VALUE PROCUREMENT

RFQ No. : DSWD7-2021- 0891
 Date : July 16, 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 **July 22, 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 P.O .
4. Place of Delivery: RRCY, Brgy. Candabong, Binlod, Argao, Cebu
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: _____


RAMSEL GASPAS S. MANGILA
 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 _____
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Item No.	Qty	Unit of measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	1	lot	Preventive Maintenance Services performing 180,000km with check-up, minor repair and replacement of defective parts for DSWD Vehicle Toyota (Hi-ace) with Plate No. SDY 889 Scope of works: *Replace drive belt *Replace valve cover gasket *Install Alarm *Perform A/C Cleaning (conventional) *Replace Wiper Arm (left and right) Materials: *Element Sub-assembly (genuine) *Rubber, wiper blade *Brake pad kit (genuine) *Brake cleaner *BG Diesel Care *Window washer fluid *Diesel Engine flush *Engine Treatment *Diesel Injector Cleaner *Plastic Cover Set *TGFS SN/CF-5W-30 1L *Gasket *Oil filter 1000 *Belt, V-ribbed *Gasket, Cylinder (genuine) *Carcare *E Room Coat and Cleaner *Actuator (genuine) *Everseal *Freon 134A *Pag-oil *Arm, Fr wiper, (left and right)				

 Approved Budget for the Contract: **Php 53,000.00**

 End User: **Regional Rehabilitation Center for Youth (RRCY)**

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

Purpose: Preventive Maintenance Services performing 180,000km with check-up, minor repair and replacement of defective parts for DSWD Vehicle Toyota (Hi-ace) with Plate No. SDY 889

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


RAMSEL GASPAR S. MANGILA
 Canvasser

 Signature of Supplier/ Authorized Representative
 over printed name