



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

RFQ No. : DSWD7-2021- 0984  
 Date : August 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 service providers are required to submit true copies of their valid **Mayor's/Business Permit, Philgeps Registration Number and Latest Income Tax Return (ITR) for ABC above Php500,000.00** upon submission of quotation. An **Omnibus Sworn Statement (OSS)** shall be required prior to award for ABC above Php50,000.00.

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; **233-0261**; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **August 20, 2021 at 5:00 pm.**

Very truly yours,

  
**ROSARIO P. BACONG**  
 AO V/Head, Procurement Management Section

**Terms and Conditions:**

- Award shall be made on per:  item basis  total quoted price  lot basis
- Quotation validity shall be not less than **60 calendar days.**
- Good/s or Services shall be delivered within 30 days calendar from receipt and conformity of P.O .
- Place of Delivery: RRCY, Candabong, Binlod, Argao, Cebu
- Terms of Payment: within 30 calendar days from the receipt of Billing Statement / Sales Invoice.
- Liquidated Damages/Penalty: One-tenth of one percent for everyday of delay shall be imposed.
- 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.
- Warranty Period, if applicable: \_\_\_\_\_

  
**RAMSEL GASPAR 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: \_\_\_\_\_  
 Contact No.: \_\_\_\_\_  
 PhilGEPS Registration No.: \_\_\_\_\_

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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>SUPPLY AND INSTALLATION OF DOORS</b>				
			<p>Scope of works:</p> <ul style="list-style-type: none"> <li>* Includes removal and disposal of existing damaged doors</li> <li>* Supply and Installation of doors and jambs with complete accessories</li> </ul> <p>Specification:</p> <ul style="list-style-type: none"> <li>* 1set-1m x 2.1m Solid Panel Door with complete accessories (see attached drawing)</li> <li>* 1set- 0.7m x 2.1m Solid Door with complete accessories (see attached drawing)</li> <li>* 1set- 0.6m x 2.1m Solid panel Door with complete accessories (see attached drawing)</li> <li>* 6sets- 0.7m x 1.4m Compact Phenolic Door with complete accessories (see attached drawing)</li> <li>* 6sets- 0.8m x 2.1m Solid Door with 3/8" thk. Tempered Viewing Glass and accessories (see attached drawing)</li> <li>* 1set- 1m x 2.1m Solid Door with 3/8" thk. Tempered Viewing Glass and accessories (see attached drawing)</li> <li>* 1set- 0.7m x 2.1m Solid Door with 3/8" thk. Tempered Viewing Glass and accessories (see attached drawing)</li> <li>* 1set-0.7m x 2.1m Solid Door with 3/8" thk. Tempered Viewing Glass and accessories (see attached drawing)</li> </ul> <p><b>Note:</b> It is recommended to visit the area and check the actual dimensions before submission of quotation.</p> <p><u>Location:</u>                      RRCY, Candabong, Binlod, Argao, Cebu</p>				
Approved Budget for the Contract: <b>Php 355,000.00</b>				<p><b>Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable.</b></p>			
End User: <b>Regional Rehabilitation Center for Youth (RRCY)</b>							
Purpose : For RRCY use							

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

  
**RAMSEL GASPAR S. MANGILA**  
 Convasser

\_\_\_\_\_  
 Signature of supplier/Authorized Representative over printed name