



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

RFQ No. : DSWD7-2021- 1067  
 Date : September 8, 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 **September 14, 2021 at 5:00PM**

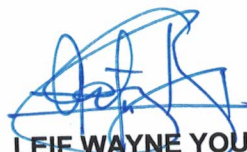
Very truly yours,

  
**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 calendar days upon receipt and conformity of Purchase Order.
- Place of Delivery: DSWD Field Office VII, Carretta, Cebu City
- 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: \_\_\_\_\_

  
**LEIF WAYNE YOUNG**  
 Canvasser

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

\_\_\_\_\_  
 (Signature over Printed Name of Service  
 Provider/ Authorized Representative)



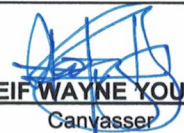
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Field Office VII, Cebu City

Company Name: \_\_\_\_\_  
 Company Address: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Contact No.: \_\_\_\_\_  
 PhilGEPS Registration No.: \_\_\_\_\_

RFQ No.: DSWD7-2021- 1067  
 Date: September 8, 2021

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	1	lot	<p><b>Labor and Materials for the replacement of Vehicle suspension System and Spray-on the Bedliner of DSWD Vehicle Toyota Hilux with plate No. UQM 490</b></p> <p><b>Scope of Work</b></p> <ul style="list-style-type: none"> <li>* Replace shocks absorber</li> <li>* Replace leaf spring assy (left hand &amp; right hand)</li> <li>* Replace spring bushing (upper and lower)</li> <li>* Spray on Bedliner</li> <li>* Install load plus</li> </ul> <p><b>Materials:</b></p> <ul style="list-style-type: none"> <li>* Rear shock absorber</li> <li>* Leaf spring assy (left hand and right hand)</li> <li>* Spring bushing (upper and lower)</li> <li>* Load plus</li> <li>* Spray on Bedliner</li> </ul>				
Approved Budget for the Contract: <b>Php 85,000.00</b>				<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>			
End User: <b>GS</b>							
<p><b>Purpose : Repair &amp; Maintenance of DSWD Vehicle TOYOTA Hilux with Plate No. UQM 490</b></p>							

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

  
**LEIFWAYNE YOUNG**  
 Canvasser

\_\_\_\_\_  
 Signature of Service Provider / Authorized Representative  
 Over Printed Name