



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

RFQ No. : DSWD7-2024-1005
 Date : July 18, 2024

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 and Philgeps Registration Number upon submission of quotation. An Omnibus Sworn Statement shall be required prior to award.

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 17126 or kalahiaf7.procurement23@gmail.com on or before **July 23, 2024 at 3:00 PM.**

Very truly yours,

ENGR. EMMANUEL M. EDLES
 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 **on the scheduled date of the activity.**
- Place of Delivery: **DSWD Field Office VII, Cebu City**
- Terms of Payment: **within 30 calendar days from the completion of services and 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: _____

EDLYN S. CANGQUE
 Canvasser

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

 (Signature over Printed Name of Supplier /
 Authorized Representative)



Company Name: _____

Company Address: _____

Contact Person: _____

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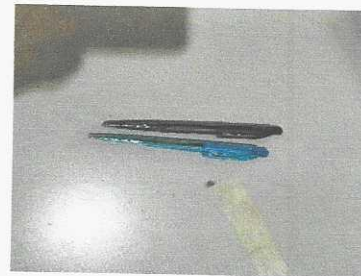
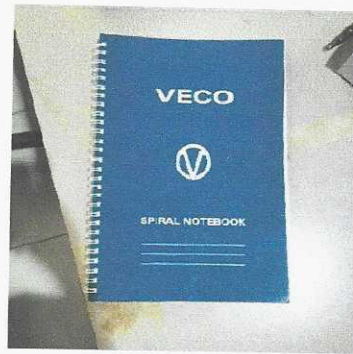
PhilGEPS Registration No.: _____

Item No.	Qty	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	100	pack	<p>KIT FOR YOUTH DEVELOPMENT WORKERS (YDWs)</p> <p>Specifications:</p> <p>* Tote bag with DSWD, DepEd, Bagong Pilipinas, and Tara Basa Logo (Color: cream; Design Printing: Full color, sublimation; material: canvass, with lock button at the center; Dimension: ± 12" x 14".5"); shoulder strap: 1" width x 20" length ± .5"); (please see attached design) packed with the following:</p> <ul style="list-style-type: none"> - 1 Spring notebook 60 leaves, spiral, 80 to 90 gsm, 7" x 10" - 1 Ballpen black pentip size 0.7mm, Ordinary - 1 Ballpen blue pentip size 0.7mm, Ordinary - 1 Bundle colored metacards, assorted colors, ± 4.135 x 11.845 in (100 pcs) - 2 Packs of manila paper (5 pcs) - (36"-38" x 48"-50") ±.5" - 1 Masking tape Tape Cream 12mm X 20Y - 2 Markers black permanent 1.5mm refillable - 2 Boxes chalk (1 box: white; 1 box: assorted colors), dustless, 12 sticks/pieces per box - 1 Umbrella with case with DSWD, DepEd, Bagong Pilipinas and Tara Basa Logo, color blue, 1-color print, 3 folds, automatic (please see attached design) - 1 ID lanyard with plastic buckle; Blue; with DSWD, DepEd, Bagong Pilipinas, and Tara Basa Logo; size: width: 1" x length: 20" (please see attached design) - 1 ID case holder vertical, plastic (B4 size - 150mm Long & 105mm Wide) <p>Note: The supplies will be packaged in the Tote Bag</p> <p>Delivery Site: Department of Social Welfare and Development / Corner MJ Cuenco and Gen. Maxilom Avenues, Barangay Carreta, Cebu City, Philippines Contact Person: Kristine Mae P. Repaso (09953939314)</p>				
Charged to: Kalahi-CIDSS KKB Current Appropriation - Subsidies				Total:			
Approved Budget for the Contract: Php100,000.00				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:	Additional Kits for the Youth Development Workers of Tara, Basa Tutoring Program.						

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

 Signature of supplier/Authorized
 Representative over printed name

EDLYN S. CANGQUE
 Canvasser



10 sheets packed by 5sheets