DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT		Annex A
Note: Prospective supplier must be registered at the Philippine Government Electronic Procurement	RFQ No.	239
System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph and register for free."	Date:	4-Apr-22

DEDADTMENT OF SOCIAL WELEADE AND DEVELODMENT

Company Name: Company Address: **Contact Person:** Contact No.: PhilGEPS Reg. No.:

Company TIN:

Lot No.	Qty.	Unit	Purchaser's Specifications	Unit Cost per Item	Bidder's Specifications (Please fill out the detailed specifications in the provided)	Unit Cost	Total Cost
	30	gallon	Alcohol 70% ethyl				
	153	roll	Tissue paper				
	10	bot.	Toilet bowl & urinal cleaner 900ml				
	174	box	Bond paper, A4				
	174	box	Bond paper, legal				
	5	box	Correction tape, 10meters, 48pcs/box				
	40	ream	Folder, ordinary, legal size, 100/box				
	20	piece	Filer jumbo with cover				
	10	roll	Masking tape 3 inches				
	10	roll	Masking tape 2 inches				
	30	box	Paper clip, 50mm				
	94	piece	Plastic folder, legal size 14' (green)				
	100	box	Plastic paper fastener long, 50pcs/box				
	30	pack	parchment paper A4 25pcs/pack				
	5	piece	Puncher, heavy duty, 7cm				
	50	box	Signpen, black, one (1) dozen per box				
	15	piece	Stamp pad, felt pad, # 2				
	50	box	Staple wire, standard, #35				
	55	piece	Stapler with staple remover, heavy duty				
	50	roll	Scotch tape 2"				
	30	roll	Tape, packaging 3in x 100m				
	2	piece	Tape dispenser				
	12	piece	Scissor, 6 inches, heavy duty				
			*********NOTHING FOLLOWS*****				
PURPOS			ff use of Pantawid Pamilya Pilinino Program for 1st				

PURPOSE: 4Ps - For staff use of Pantawid Pamilya Pilipino Program for 1st quarter of 2022. 22-03-0239

PR No.

IMPORTANT: The winning bidder MUST SIGN the original copy of Purchase Order (P.O) upon receipt of the P.O. FAILURE to sign the original P.O means that the bidder

is not interested and will be a ground for suspension or blacklisting in DSWD's future biddings.

ARNEL V. RADAZA

Procurement Officer

Signature over Printed Name

Company Name:	
Company Address:	
Contact Person:	
Contact No. :	
Philgeps Reg. No. :	
Company TIN:	

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 basis for non – compliance. Also, 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.

As a condition for award, you will be required to submit your Mayor's/Business Permit. The Certificate of Platinum Membership may be submitted in lieu of the Mayor's/Business Permit and PhilGEPS Registration Number.

Please accomplish and submit this form together with Annex A and all the required documents to DSWD – BAC Secretariat at Procurement Unit, DSWD Field Office 10, Masterson Avenue, Upper Carmen, Cagayan de Oro City or email it to <u>bac.fo10@dswd.gov.ph</u> not later than ______ of ______. Quotations submitted to different email address as stated above shall not be considered for evaluation.

Very Truly Yours,

239 4-Apr-22

ARNEL V. RADAZA

DSWD 10 Procurement Officer

Terms and Conditions:				
1. Award shall be made on per: 2. Quotation validity shall be	√ Item Basis	Total Quoted Price	Lot Basis	
3. Goods/Services shall be delivered/conducted within	15 Working days upon receipt of PO			
4. Place of Delivery DSWD Field Office 10				
5. Terms of Payment: 15-30 days after the inspections				
Payment through LDDAP-ADA (List of Due and Demandable Account	unts Payable-Advice to	Debit Account).		
Account Name:		Account	Number:	
Bank Name	Bra	nch:		
*Note: Non Land Bank of the Philippines accounts shall be charged a serv	vice fee.			

6. Liquidated Damages/Penalty: In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.

7. For goods, please indicate brand, model and country of origin.

8. In case of discrepancy between unit cost and total cost, unit cost shall prevail.

9. Please indicate Warranty

10. In case of a tie, the contract shall be awarded to the supplier or service provider who first submitted its quotation.

11. NOTE: "Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website

ARNEL V. RADAZA

Procurement Officer

(Signature Over Printed Name) SUPPLIER

RFQ No.:

Date: