

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Note: Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph and register for free."

RFQ No.: 24-0546-NP-SVP
Date: 22 Apr 2024

Company Name:

Company Address:

Contact Person:

Contact No.:

PhilGEPS Reg. No.:

Company TIN:

Email Address:

Item No.	Qty.	Unit	Purchaser's Specifications	Bidder's Specifications (Please fill out the detailed specifications in the space provided)	Unit Cost	Total Cost
			SUPPLY AND DELIVERY OF:			
	25	PIECE	MULTIPURPOSE CLEANING POWDER 500g			
	20	BOTTLE	FABRIC CONDITIONER 1.38L			
	20	BOTTLE	BLEACH ORIGINAL 1L			
	20	BOTTLE	BLEACH COLOR SAFE 900ml			
	20	BOTTLE	MULTIPURPOSE LIQUID CLEANER 1L			
	10	BOTTLE	BUG SPRAY 500ml			
	10	BOTTLE	DISHWASHING LIQUID DETERGENT, 4 LITERS/GALLON, CONCENTRATED FORMULA; ANTI BACTERIAL			
	3	SET	TORNADO MOP MAGIC SPIN MOP WITH BUCKET 360° ROTATING			
	15	PIECE	FLOOR RAGS			
	5	PIECE	HIGH QUALITY SQUEEGEE WINDOW CLEANER			
	15	PACK	WET WIPES, BIODEGRADABLE ,35 SHEETS			
	10	BOTTLE	BABY BATH GENTLE TOP TO TOE WASH SOAP 800-1000ml			
	15	BOTTLE	SHAMPOO ANTIBACTERIAL 330ml			
	10	PIECE	MULTIPURPOSE PLASTIC FLOOR BRUSH 14cm by 6cm			
	10	PIECE	PLASTIC PAIL, 12 LITERS CAPACITY WITH COVER			
	10	PIECE	PLASTIC PAIL, 17 LITERS CAPACITY WITH COVER			
	20	PACK	LAUNDRY DETERGENT POWDER, 3,650 GRAMS			
	30	ROLL	TRASHBAG, BLACK, 37" X 40". XL, 10 PIECES PER ROLL OR PACK			
	19	PACK	INTERFOLDED PAPER TOWEL, 2PLY, 150-180 PULLS			
	10	PACK	TISSUE ROLL, VIRGIN PULP, 3 PLY, 8 ROLLS PER PACK			

	10	PACK	PAPER TOWEL, FOR KITCHEN, 2-PLY, 2 ROLLS/PACK			
	5	PACK	COFFEE STIRRER			
	5	BOX	DISPOSABLE FOOD GLOVES FOR KITCHEN USE			
	5	PIECE	DIPPER,PLASTIC, HEAVY DUTY			
	5	PIECE	FEEDING BOTTLE WITH COVER			
	6	PIECE	PACIFIER; NEW BORN			
			*****NOTHING FOLLOWS*****			
			Approved Budget for the Contract			
			(ABC): PhP 70,761.20			

PURPOSE: BAHAY SILUNGAN - Bahay Silungan Other Supplies Expenses - Annual Charged to DRF Current 2024

PR No. 2024-04-0546

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

Supplier
Signature over Printed Name

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

RFQ No. 24-0546-NP-SVP
Date: 22-Apr-24

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 the following documentary requirements:

- * Accomplished Quotation (for goods or infra)/Proposal (for consulting)
- * Mayor's Permit
- * PhilGEPS Registration No.
- * PCAB license (for infra)
- * Income/Bussines Tax Returns for Contract with an ABC amounting above Php. 500k
- *Notarized Omnibus Sworn Statement for contracts with an ABC amounting to above Php. 50,000.00

Note:Submission of PhilGEPS Platinum Certificate of Registration and Membership is acceptable in lieu of the Mayor's Permit and PhilGEPS Reg. No.

Please accomplish and submit this form together with Annex A and all the required documents to DSWD – Procurement Unit, DSWD Field Office 10, Masterson Avenue, Upper Carmen, Cagayan de Oro City or email it to bac.fo10@dswd.gov.ph not later than **5:00 PM on April 26, 2024**. Quotations submitted to different email address as stated above shall not be considered for evaluation.

Very Truly Yours,

ARNEL V. RADAZA
DSWD 10 Procurement Officer

Terms and Conditions:

1. Award shall be made on per: ☒ Item Basis ☐ Total Quoted Price ☐ Lot Basis
2. Quotation validity shall be: **6 Months**
3. Goods/Services shall be delivered/conducted within **15-30 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 Accounts Payable-Advice to Debit Account).

Account Name: _____ Account Number: _____
Bank Name: _____

***Note: Non Land Bank of the Philippines accounts shall be charged a service 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 at www.philgeps.gov.ph and register for free.”

ARNEL V. RADAZA
Procurement Officer

Supplier
Signature over Printed Name

Republic of the Philippines
Department of Social Welfare and Development
Field Office No. 10
Cagayan de Oro City

PROOF OF RECEIPT

Quotation No: 24-0546-NP-SVP
Items: MULTIPURPOSE CLEANING POWDER 500g
Purpose: BAHAY SILUNGAN - Bahay Silungan Other Supplies Expenses - Annual Charged to DRF Current 2024

Company Name	Representative	Position / Designation	Date	Signature

Canvasser