

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.: 23- 1276 -NP-SVP

Date: 8 Aug 2023

Company Name: _____
 Company Address: _____
 Contact Person: _____
 Contact No.: _____
 PhilGEPS Reg. No.: _____
 Company TIN: _____

Item No.	Qty.	Unit	Purchaser's Specifications	Bidder's Specifications (Please fill out the detailed specifications in the space provided)	Unit Cost	Total Cost
	10	PCS	FOLDABLE TABLES (12X60 SIZE)			
	20	PCS	SEWING THREADS (1000meters), old rose color			
	20	PCS	SEWING THREADS (1000meters), off white/cream white			
	20	PCS	SEWING THREADS (1000meters), same color with the canadian cloth			
	20	PCS	SEWING THREADS (1000meters), same color with canvass cloth			
	20	PCS	SEWING THREADS (1000meters), same color with chinese cotton for apron			
	20	PCS	SEWING THREADS (1000meters), same color with satin cloth			
	10	PCS	CLOTH CUTTING SHEARS			
	15	PCS	TAPE MEASURES			
	15	PCS	METER STICKS			
	15	PCS	FRENCH CURVE (METAL)			
	15	PCS	L SQUARE (metal, with hip curve)			
	15	PCS	SEAM RIPPER			
	15	BOX	PINS (WITH HEADS)			
	15	PACKS	PINS WITHOUT HEADS			
	15	PCS	PIN CUSHIONS			
	2	PCS	FLAT IRON			
	15	PCS	TRANSPARENT RULER WITH GRID			
	50	PCS	PATTERN PAPER (MANILA PAPER)			
	2	PCS	MACHINE OIL			
	10	BOX	TAILOR'S CHALK			
	50	PACKS	MACHINE NEEDLES #14			
	50	PACKS	MACHINE NEEDLES #16			
	10	PCS	BOBBIN CASE			
	10	PCS	BOBBIN WINDER			
	30	pcs	TRACING WHEEL			

	20	PACKS	HAND SEWING NEEDLES			
	20	SET	SAFETY PINS			
	20	PCS	THIMBLE			
	20	PCS	THREAD CUTTER			
			CURTAIN WITH GROMMETS/HOLES			
	1	ROLL	Katrina Cloth (60 width) , color OFF WHITE/CREAM WHITE			
	1	roll	Grommets (with rings)			
			PILLOW CASE AND BEDSHEET			
	1	roll	canadian cloth (96 inches width)			
	5	ROLL	GARTER 1/2 INCH			
			TOTE BAG			
	10	meters	Canvass Cloth			
			APRON			
	10	meters	Chinese Cotton (plain)			
	10	meters	Geena Earth (old rose)			
			PAJAMA/SLEEP WEAR			
	10	meters	CHARMUSE CLOTH			
	40	meters	back satin cloth			
	50	roll-pack	Bias Tape Satin			
	50	pack	Buttons (6pcs/pack)			
	5	ROLL	Garter 1 inch Width			
	2	PCS	TOKEN FOR TRAINER (COFFEE MAKER			
			*****NOTHING FOLLOWS*****			
			Approved Budget for the Contract			
			(ABC): PhP 73,420.00			

PURPOSE: PSD-RHW - TAILORING SKILLS TRAINING

PR No. 2023-07-1276

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: _____

RFQ No. 23- 1276 -NP-SVP
Date: 08-Aug-23

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 12:00 PM on August 14, 2023. 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: 23- 1276 -NP-SVP
Items: FOLDABLE TABLES (12X60 SIZE)
Purpose: PSD-RHW - TAILORING SKILLS TRAINING

Company Name	Representative	Position / Designation	Date	Signature

Canvasser