

## DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Annex A

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](http://www.philgeps.gov.ph) and register for free."

RFQ No. 23- 0218 -NP-SVP

Date: 06-Mar-23

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	BOTTLES	DISINFECTANT LIQUID, 1 GAL			
	20	BOTTLES	DISHWASHING SOAP, 250ml			
	20	BOTTLES	FABRIC CONDITIONER, 800ml			
	20	DOZEN	HANGER			
	20	PIECES	LAUNDRY BASKET			
	20	CASES	LAUNDRY SOAP, 400g			
	20	BOTTLES	LIQUID SOSA, 500ml			
	20	BOTTLES	MURIATIC ACID, 1 LITER			
	15	PIECES	NAIL CUTTER			
	20	PIECES	PAIL			
	10	PIECES	PANTY HANGER			
	10	PIECES	POWDER 50g			
	10	CASES	POWDER SOAP 1kg			
	10	PIECES	PULLER			
	10	CASE	SANITARY NAPKIN 8's			
	10	CASES	SHAMPOO 12 PCS/CASE			
	10	PIECES	SOFT BROOM			
	10	PIECES	SPONGE, SQUARE			
	10	PACKS	TABLE NAPKIN			
	10	PACKS	TISSUE PAPER			
	10	PIECES	TOILET BRUSH			
	10	PIECES	TOOTHPASTE, 190g			
	10	PACKS	LIQUID DETERGENT, 650ml			
	1		HIGH QUALITY COLD-ROLLED STEEL 4 DOOR FILING CABINET 52" HEIGHT x 18.5"WIDTH x 28.5" DEPTH			
	2	UNIT	RICE COOKER 45 CUPS			
	20	PIECES	PILLOWS			
	10	PIECES	SOUP BOWL GLASS WITH COVER			
	5	PIECES	BUTCHERS KNIFE			
	1	UNIT	MACHINE ELECTRIC POLISHER			
	1	UNIT	VACUUM CLEANER			
	2	PIECES	GRASS CUTTER			
	2	UNIT	4 LITERS KETTLE			
	2	UNIT	PRESSURE COOKER 26cm/8.5ml			
	10	PIECES	ROLLING PIN			

	20	PIECES	MEASURING CUP ALL SIZES			
	5	PIECES	SPATULA			
	5	PIECES	MEASURING SPOON			
	5	PIECES	MIXING BOWLS			
	5	UNIT	TOASTER			
	5	UNIT	DEEP FRYER			
	5	UNIT	POTATO MASHER			
	5	UNIT	STEAMER 3 LAYERS			
	5	UNIT	TORTA MOLDER			
	5	UNIT	BLENDER			
	5	PIECES	BAKING PAN/CAKE PAN			
	10	PIECES	FLOUR SIFTER			
	10	PIECES	PASTRY BRUSH			
	2	UNIT	WAFFLE MAKER			
			*****NOTHING FOLLOWS*****			
			Approved Budget for the Contract			
			(ABC): PhP 282,460.56			

PURPOSE: BAHAY SILUNGAN - BAHAY SILUNGAN OTHER SUPPLIES - CMF CONTI 2022

PR No. 2023-02-0218

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- 0218 -NP-SVP  
Date: 06-Mar-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 [procurement.dswd.fo10@gmail.com](mailto:procurement.dswd.fo10@gmail.com) not later than \_\_\_\_\_ of \_\_\_\_\_ . 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:**

- Award shall be made on per:  Item Basis  Total Quoted Price  Lot Basis
  - Quotation validity shall be 6 Months
  - Goods/Services shall be delivered/conducted within 15-30 working days upon receipt of PO
  - Place of Delivery DSWD Field Office 10
  - 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.
- 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.*
  - For goods, please indicate brand, model and country of origin.
  - In case of discrepancy between unit cost and total cost, unit cost shall prevail.
  - Please indicate Warranty
  - In case of a tie, the contract shall be awarded to the supplier or service provider who first submitted its quotation.  
website at [www.philgeps.gov.ph](http://www.philgeps.gov.ph) and register for free."

**ARNEL V. RADAZA**  
Procurement Officer

\_\_\_\_\_  
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- 0218 -NP-SVP  
**Items:** DISINFECTANT LIQUID, 1 GAL  
**Purpose:** BAHAY SILUNGAN - BAHAY SILUNGAN OTHER SUPPLIES - CMF CONTI 2022

Company Name	Representative	Position / Designation	Date	Signature

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Canvasser