

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.
Date:

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)
	1	Unit	LCD PROJECTOR WITH PROJECTOR SCREEN	
	6	Unit	3 IN 1 CIS PRINTER (WITH WIFI AND ADF)	
	2	Unit	55 INCH SMART TV	
	1	Unit	3 IN 1 CIS PRINTER (NO ADF AND WIFI)	
			*****NOTHING FOLLOWS*****	
			Approved Budget for the Contract	
			(ABC): PhP 241,356.00	

PURPOSE: PPD-RICTMS - FOR THE USE OF PPD DIVISION - SUPPLY AND DELIVERY OF ICT SUPPLIES / EQU
PR No. 2023-03-0354

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.:
Date:

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incident listed in **Annex A**. Failure to indicate information could be basis for non – compliance. Also, furnish us with descript 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 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 Return amounting above Php. 500k**
- * **Notarized Omnibus Sworn St ABC amounting to above Php.**

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

Please accomplish and submit this form together with Annex A and all the required documents to DSWD – Procure 10, Masterson Avenue, Upper Carmen, Cagayan de Oro City or email it to procurement.dswd.fo10@gmail.com not _____ . Quotations submitted to different email address as stated above shall not be considered

Terms and Conditions:

1. Award shall be made on per: **Item** Basis Total Quoted Price [
2. Quotation validity shall be 6 Months
3. Goods/Services shall be delivered/conducted within 15-30 working days upon receipt
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 shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day; amount of liquidated damages reaches ten (10%) of the amount of the contract, the Procuring Entity may rescind 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)." <http://www.philgeps.gov.ph>

ARNEL V. RADAZA

Procurement Officer

Signature over

Annex A

23- 0354 -NP-SV

23-Mar-03

Unit Cost	Total Cost

IPMENT

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23- 0354 -NP-SV
23-Mar-03

total expenses for the goods
inclusive brochures, catalogues,

attach in your quotation a

s for Contract with an ABC

**Statement for contracts with an
50,000.00**

or's Permit and PhilGEPS Reg.

ment Unit, DSWD Field Office
later than _____ of
for evaluation.

Very Truly Yours,

ARNEL V. RADAZA

DSWD 10 Procurement Officer

Lot Basis

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***nt of the liquidated damages
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d or terminate the contract,***

on.

PhilGEPS). You may visit the

r Printed Name