

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Annex A

Note: Prospective supplier must be registered at the Philippine Government Electronic Procurement

RFQ No. 2024-04-0574 NP-SVP

System (PhilGEPs). You may visit the PhilGEPs website at [www.philgeps.gov.ph](http://www.philgeps.gov.ph) and register for free."

Date: 23-Apr-24

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
1	20	pieces	Paint Roller #6 with handle good quality			
2	10	pieces	Paint brush #2 heavy duty			
3	10	pieces	Paint brush #4 heavy duty			
4	20	pieces	Lavatory brush faucet			
5	20	pieces	Lavatory P-Trap 1 1/2			
6	1	unit	Air Compressor 2hp 1.5kw			
7	2	gallon	Sealant			
8	2	gallon	Power Plug			
9	3	gallon	Tile Red Latex			
10	2	gallon	Chocolate Brown Enamel			
11	10	pieces	Bowl Flash Handle			
12	20	pieces	Brush Faucet #1/2			
13	20	pieces	PVC Male Adaptor #1/2 blue			
14	1	set	Steel Cut Off Machine			
15	1	unit	Clamp Tester			
16	20	pieces	G1 Plug 1/2			
17	20	pieces	Baby Roller Cotton			
18	20	pieces	Door Knob, high grade quality, antique brass color			
19	20	pieces	Steel Cutting Disk #4 high grade quality			
20	20	kilos	Welding Rod 6011			
21	6	pairs	Gloves, high grade quality			
22	20	pieces	PE Compressor Coupling #1/2			
23	20	pieces	PE Tee #1/2			
24	8	pieces	Lavatory Flexible Hose #12			
25	10	pieces	Lavatory Flexible Hose #16			
26	10	pieces	Paint Scraper #2			
27	10	pieces	Paint Scraper #3			
28	20	pieces	Masonry bit #1/4			
29	20	pieces	Steel bit #1/8 good quality			
30	500	pieces	Black Screw #1			
31	500	pieces	Black Screw #1 1/2			
32	100	pieces	Black Screw #1 3/4			
33	1	box	Screw bit			
34	1	box	Harder Screw			
35	2	set	Screwdriver			
36	8	gallon	Acrytex Primer			
37	8	gallon	Paint Thinner			

38	8	gallon	Lacquer Thinner			
39	8	gallon	Acrytex Reducer			
40	8	pieces	Lavatory Ptrap chrome			
41	2	kilos	Stainless Welding Rod 1/16			
42	1	piece	Auto darkening welding helmet			
			***** Nothing Follows*****			
			Approved Budget for the Contract			
			(ABC): PhP 172,325.00			

PURPOSE: AD-GGS: FOR STOCK PILES FOR MAINTENANCE (CARPENTRY, MASONRY, PAINTING & OTHERS) 1ST SEM

PR No. 2024-04-0574

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  
Supplier

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

RFQ No.: 2024-04-0574 NP-SVP  
Date: 23-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 [procurement.dswd.fo10@gmail.com](mailto:procurement.dswd.fo10@gmail.com) not later than **5:00 PM** of **April 29, 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 15-30 calendar days after receipt of approved PO  
4. Place of Delivery: DSWD Field Office 10  
5. Terms of Payment: 15-30 days after final inspection  
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](http://www.philgeps.gov.ph) and register for free."

**ARNEL V. RADAZA**  
Procurement Officer

\_\_\_\_\_  
Signature over Printed Name  
Supplier

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

**PROOF OF RECEIPT**

**Quotation No:** 2024-04-0574  
**Items:** Paint Roller #6 with handle good quality  
**Purpose:** AD-GGS: FOR STOCK PILES FOR MAINTENANCE (CARPENTRY, MASONRY, PAINTING & OTHERS) 1ST SEM

Company Name	Representative	Position / Designation	Date	Signature

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Canvasser