

Jerome

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
IBP Road, Constitution Hills, Quezon City

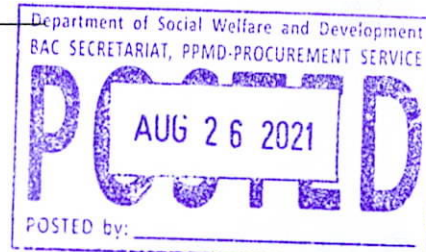
REQUEST FOR QUOTATION

RFQ No. **21-0905 SHOPPING (B)**

Date: **August 24, 2021**

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

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 your Mayor's/Business Permit. The Certificate of Platinum Membership may be submitted in lieu of the Mayor's/Business Permit and PhilGEPS Registration Number.

Please accomplish and submit this form together with Annex A and all the required documents to DSWD -BAC Secretariat at 2nd Floor Mahusay Building, DSWD Central Office, IBP Road, Constitution Hills, Quezon City or fax it through numbers 8951-7116 or email to quotations@dswd.gov.ph **not later than 5:00 PM of September 01, 2021 (Wednesday)**. Quotations submitted to different fax number(s) or email address(es) as stated above shall not be considered for

Very truly yours,

  
**WILLIAM V. GARCIA, JR.**

Officer-In-Charge, Procurement Planning & Management Division

Terms and Conditions:

- Award shall be made on per: ☐ Item Basis ☐ Total Quoted Price ☒ Lot Basis
- Quotation validity shall be Sixty (60) calendar days from the deadline of submission of quotations.
- Good/s shall be delivered within 7-15 calendar days from receipt of Purchase Order (PO).
- Place of Delivery: DSWD-Central Office, PSAMD Warehouse, IBP Road, Constitution Hills Q.C.
- Terms of Payment: within 15-30 days upon completion of supporting documents.  
Payment through LDDAP-ADA (List of Due and Demandable Accounts Payable-Advise to Debit Account).  
Account Name : \_\_\_\_\_ Account Number : \_\_\_\_\_  
Bank Name : \_\_\_\_\_ Branch : \_\_\_\_\_  
**\*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 percent (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.
- 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."

  
**JAHNINE G. AGSAOAY**

Procurement Officer

\_\_\_\_\_  
(Signature over Printed Name)

Supplier

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Company TIN : \_\_\_\_\_

Lot No.	Qty.	Unit	Purchaser's Specifications	ABC per Unit/ Item	Bidder's Specifications (Please fill out the detailed specifications in the space provided)	Unit Cost	Total Cost
1	21	bottle	<b>HAND SANITIZER, 500ml</b> Form: <b>Liquid or gels</b> ; Alcohol-based (isopropyl/ethyl alcohol/ n-propanol 60%-95%) or Alcohol free - using povidone-iodine, benzalkonium chloride or triclosan); Volume: <b>500ml</b> ; Hypoallergenic, Non-drying; Bottle: <b>Pump dispenser plastic</b> ; FDA Certificate of Product Registration/notification	236.50			
	50	bottle	<b>ALCOHOL, 68%-72%, 500ml</b> , Ethyl Alcohol 68%-72% ethanol (ethyl alcohol); colorless clear liquid; fully miscible in water; 500ml (+/-5ml); Cap: <b>Flip-top/pull-up</b> ; scented brand, formulation, indications, and precautions must be engraved/embossed/printed/thermally adhered on the bottle	95.33			
	21	can	<b>DISINFECTANT SPRAY, aerosol type</b> Net content per can: <b>400 grams (min.)</b> ; crisp, clean scent with Broad-Spectrum Activity: kills different types of bacteria, fungi and viruses as identified on the label; Active ingredients shall be indicated on the label; Sufficient amount of propellant to totally expel content shall not contain ethylene-diamine-tetra-acetate (EDTA) nor alkyl phenol ethoxylates (APEO), with detailed instructions on maximizing product performance and indications for the proper waste disposal and the recyclability of the container	438.17			
	2,100	piece	<b>SURGICAL MASK</b> , surgical, disposable, ear loop, 3-ply, wired ***nothing follows***	13.00			
Approved Budget for the Contract: PhP 46,234.57							

PURPOSE: **Supply and Delivery of 2nd & 3rd Quarter Office Supplies and PPE for DRMB (item nos. 1-8, 10-15)**

PR No. **01-20001-PR-2021-06-00104**

**IMPORTANT** : The winning bidder **MUST SIGN** the original copy of Purchase Order (P.O.) at DSWD-Central Office, Procurement Management Service. **FAILURE** to show up and 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.

**JAHNINE G. AGSAOAY**  
Procurement Officer

Trunkline: 89318101 to 07 Voip 10093 and 10097  
Fax No. 8951-7116

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(Signature over printed name)  
Supplier



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Lot No.	Qty.	Unit	Purchaser's Specifications	ABC per Unit/ Item	Bidder's Specifications (Please fill out the detailed specifications in the space provided)	Unit Cost	Total Cost
2	1	roll	<b>ACETATE</b> , transparent, in roll; Thickness (min): <b>0.08mm</b> ; Width (min): <b>1.2 meters</b> ; Length (min): <b>50 meters per roll</b> ; Shall be wound on a core of hard kraft paper board	<b>950.00</b>			
	70	pad	<b>NOTE PAD</b> , stick on, 50mm x 76mm (2"x3") min	<b>50.00</b>			
	70	pad	<b>NOTE PAD</b> , stick on, 76mm x 100mm (3"x4") min	<b>80.00</b>			
	70	pad	<b>NOTE PAD</b> , stick on, 76mm x 76mm (3"x3") min	<b>60.00</b>			
	100	ream	<b>PAPER, A4, MULTICOPY, A4, 80gsm (-3%)</b> <b>210mm x 297mm</b> (+/-2mm in either direction); Trim sizes shall be along machine direction or long grain; Brightness (photovolt): <b>90% min.</b> ; Opacity: <b>90% min.</b> ; Stiffness (Gurley): <b>300MD, un. m. min.</b> ; Thickness: <b>0.09 mm min.</b> ; Dirt Count: <b>15mm2/m2 max.</b> <b>Five Hundred (500) sheets per ream</b>	<b>225.00</b>			
	50	ream	<b>PAPER, LEGAL, MULTIPURPOSE, 80gsm (min.)</b> <b>216mm x 330mm</b> (+/-2mm in either direction), Trim sizes shall be along machine direction or long grain; Brightness (photovolt): <b>90% min.</b> ; Opacity: <b>90%min.</b> ; Stiffness (Gurley): <b>300MD, un. m. min.</b> ; Thickness: <b>0.09 mm min.</b> ; Dirt Count: <b>15mm2/m2 max.</b> <b>Five Hundred (500) sheets per ream</b>	<b>250.00</b>			
	100	piece	<b>CORRECTION TAPE</b> , 8m (min); Type: <b>Film based</b> ; Width: <b>5mm (+/-1mm)</b> ; Color: <b>White Opaque</b> ; Disposable, Dispensing mechanism: <b>Gear Type</b> ; Dispensing System: <b>Single Line Type</b>	<b>26.77</b>			
	100	set	<b>INDICATOR TAG/FLAGLETS with SIGN HERE</b> , assorted colors, 50s/set	<b>126.50</b>			
	100	set	<b>INDICATOR TAG/FLAGLETS</b> , plain, assorted colors, 50s/set	<b>133.83</b>			
	9	ream	<b>PAPER, A3, MULTIPURPOSE, A3, 80gsm, 500 sheets per ream</b> ***nothing follows***	<b>579.33</b>			
			<b>Approved Budget for the Contract: PhP 83,173.97</b>				

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