

REQUEST FOR QUOTATION (RFQ)

PR/PP No.:	2020-10-602	RFQ No.:	2020-11-838
End-user:	RCAT-VAWC	Date:	NOV 14 2020
Name of Project:		ABC:	₱119,920.00

**PRINTING OF ADVOCACY MATERIALS IN THE CELEBRATION OF THE 18
DAY CAMPAIGN TO END VAW**

Mode of Procurement:

SMALL VALUE PROCUREMENT

Sir/Madam:

Please quote your lowest price on the item/s described below inclusive of taxes duly signed by you or your authorized representative, subject to the Terms and Condition provided in this RFQ and submit personally to the Office of the Procurement Section, 40 North Drive, Baguio City or through email at bacsec.car@dswd.gov.ph on or before **NOV 19 2020 6PM**

ENRIQUE H. GASCON JR.
OIC-ARDA/BAC Chairperson

TERMS AND CONDITIONS:

1. Quotations in excess of the ABC will be **REJECTED**.
2. For total quoted price, quotations with a **dash or zero shall be deemed free of charge**.
3. All entries must be typewritten/printed/longhand. **Any erasure in the quotation must be countersigned by the bidder/representative**, otherwise quotation will be rejected.
4. The Procuring Entity may give **due preference to goods being offered with green component**.
5. If necessary, the BAC through the TWG, may require an ocular inspection of the venue/place of business/goods being offered.
6. Delivery of Goods / Services is **as indicated** in the next page.
7. Price validity shall be for a period of **120 calendar days from RFQ Opening of the BAC until confirmation of Purchase Order by the winning supplier**.
8. The following documents shall be attached upon submission of quotation, otherwise your quotation will not be accepted, please disregard if already submitted:
 - o **PhilGEPS Platinum Membership (if not available, attached items a and b);**
 - a. **Updated Mayor's / Business Permit**
 - b. **PhilGEPS Registration Certificate or PhilGEPS Registration Number to be indicated in space below (except for Negotiated Procurement - Emergency Cases, Sec. 53.2, RA 9184 IRR)**
 - o **Income/Business Tax Return (for Small Value Procurement, Direct Contracting above P500K, Emergency Cases above P500K, and Lease of Real Property/Venue).**
9. Where there is discrepancy between: (a) total price per item and unit price for the item as extended or multiplied by the quantity of that item, the unit price shall prevail; (b) stated total price and the actual sum of prices of component items, the lower shall prevail; (c) unit cost in the detailed estimate and unit cost in the bill of quantities, the lower shall prevail.
10. Suppliers/Contractors who **refuse to accept correction of price offer after Bid Evaluation shall be disqualified**.
11. Award of Contract shall be made to the Lowest Calculated Responsive Quotation (LCRQ) that complies to the **technical specifications** and the **terms and conditions** stated herein.
12. The BAC shall require the bidder with Lowest Calculated Responsive Quotation (LCRQ) to submit the following document prior to issuance of Award / Purchase Order with ABC amounting to P50,000.00 and above.
 - o **Omnibus Sworn Statement (only for Negotiated Procurement - Emergency Cases, Sec. 53.2 and Small Value Procurement Sec. 53.9)**
13. If the Supplier fails to deliver the required goods /services as specified in the Award / Purchase Order, the Procuring Entity may **disqualify bidder from participating future procurement activities to be conducted by DSWD-CAR**.
14. **Liquidated damages equivalent to one tenth of one percent (0.001)** of the value of the goods not delivered within the prescribed delivery period may be imposed per day of delay. The Procuring Entity (PE) may rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
15. Further information may be obtained from the Procurement Section with telephone number **(074) 661-0430 local 25025** or email address bacsec.car@dswd.gov.ph.

ITEM NO.	DETAILED DESCRIPTION	QTY	UNIT	BRAND OFFERED	UNIT PRICE	TOTAL
	PRINTING OF ADVOCACY MATERIALS IN THE CELEBRATION OF THE 18 DAY CAMPAIGN TO END VAW					
1	Canvass Bag w/ print Specifications: with zipper, width:10", height:15", color:cream,printing: full color sublimation	244	pieces			
2	Booklet for Anti-VAWC & Trafficking Specifications: A5, Glossy, Full color, 45 pages	150	pieces			
3	Personalized Tumbler Bottled Water Specifications: Water Bottle with cover and lace, Material: Plastic and BPA-free, Capacity:800ML, Printing: Full color print on bottle (UV/digital/Silk screen/heat transfer), Printing alignment:center of bottle	200	pieces			
	See attached designs for reference					
OTHER REQUIREMENTS				COMPLIANCE <i>(please check whether can comply or not, no check mark will mean non-compliance)</i>		REMARKS
				Can Comply	Cannot Comply	
	The delivery of the goods is within 15 working days upon receipt of Purchase Order and Final Layout.			[]	[]	
	Delivery Place is within DSWD-CAR Regional Office.			[]	[]	
TOTAL PRICE						

• Award shall be made per:

Item Basis



Lot Basis

Note: NO GIFT ALLOWED. Pursuant to RA 6713, otherwise known as the Code of Conduct and Ethical Standards for Public Officials and Employees. The DSWD reserves the right to reject any or all offers at no costs, waive any therein and accept the offer most advantageous to the Sir:

After having carefully read and accepted your terms and conditions, I / We submit our bid on the item/s quoted above.

Signature of supplier/representative over printed name: _____

Name of Firm/Dealer/Contractor: _____

(This will be the name of the CHEQUE to be issued)

Address: _____

Email Address: _____

Contact Number/s: _____

PhilGEPS Registration Number: _____

Name and Signature of Canvasser



18 things we can do to help END VIOLENCE AGAINST WOMEN (VAW)

For women and girls

1. Empower yourself. Know your rights and the available courses of action.
2. Speak out and report to the authorities.
3. Encourage others to fight for their rights.

For men and boys

4. Respect all women and girls.
5. Join male groups promoting Anti-VAW efforts and broaden your awareness on the advocacy.
6. Enlighten/advise perpetrators to seek help and join the male Anti-VAW supporters.

For government agencies

7. Equip yourselves with capacity development sessions and trainings to improve quality of services.
8. Develop monitoring strategies to assess the services delivered to your clients.
9. Let people know that you provide services that they can turn to seek healing and justice.

For the barangays

10. Ensure that your Barangay VAW Desk is functional.
11. Establish linkages with agencies and organizations where you can refer VAW victim-survivors for needed assistance which the barangay is not able to provide.
12. Promote harmonious family and community relationships grounded on mutual respect for human rights and take proactive steps to attain a VAW-free community.

Specifications: Water Bottle Tumbler with cover and lace
 Material: Plastic and BPA-free
 Capacity: 800 ML
 Printing: Full color Print on bottle (UV/ digital/ Silk screen/ heat transfer)
 Printing alignment: Center of bottle

File & signed

02 October 2010

Dear RD Leo,

For approval / inputs please.

Thank you

Yen.

1. Bag

2. Tumbler

Canvas bag with zipper

Width : 10"

Height: 15"

Color: Cream

Printing: Full color

sublimation

Pin is approved
a



- You women and girls.....**
1. Empower yourself. Know your rights and the available courses of action.
 2. Speak out and report to the authorities.
 3. Encourage others to fight for their rights.

- You men and boys.....**
4. Respect all women and girls.
 5. Join male groups promoting Anti-VAW efforts and broaden your awareness on the advocacy.
 6. Enlighten/advise perpetrators to seek help and join the male Anti-VAW supporters.

- You government agencies.....**
7. Equip yourselves with capacity development sessions and trainings to improve quality of services.
 8. Develop mentoring strategies to assess the services delivered to your clients.
 9. Let people know that you provide services that they can turn to seek healing and justice.

- You the barangays.....**
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 11. Establish linkages with agencies and organizations where you can refer VAW victim-survivors for needed assistance which the barangay is not able to provide.
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