

Republic of the Philippines
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Cordillera Administrative Region
40 North Drive, Baguio City

REQUEST FOR QUOTATION (RFQ)

PR/PP No.: 2021-11-638

End-user: ADMIN/SWAD

Name of Project:

PURCHASE AND DELIVERY OF OTHER SUPPLIES AND MATERIALS FOR
SWAD AND FIELD OFFICE

RFQ No.: 2021-11-1074

Date: DEC 06 2021

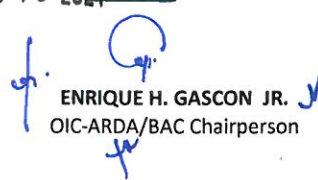
ABC: ₱346,300.00

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 **DEC 10 2021 2:00NN.**


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:
 - 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).**
 - o **Official Receipt issued by BIR (a mere picture of the receipt can suffice)**
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 Omnibus Sworn Statement prior to issuance of Award / Purchase Order with ABC amounting to P500,000.00 for Emergency Cases and P50,000.00 above for Small Value Procurement.
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**.

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LOT NO.	DETAILED DESCRIPTION	QTY	UNIT	BRAND OFFERED	UNIT PRICE	TOTAL
1	PURCHASE AND DELIVERY OF OTHER SUPPLIES AND MATERIALS FOR SWAD AND FIELD OFFICE					
	WATER DRUM, 60L, hard plastic, with cover, heavy duty	2	unit			
	TORNADO MOP AND SPIN, Heavy duty, bucket size 20L with wheel and squeezer, Mop size head 20cm, color white, handle 94cm-125cm	1	unit			
	WALL CLOCK, large, round, battery-operated	1	piece			
	TRASH BINS, heavy duty with pedal function, large	3	unit			
	MONOBLOCK CHAIR, plastic, heavy duty	70	piece			
	EMERGENCY ELECTRIC LIGHTS, rechargeable, wall, LED, twin head	5	unit			
	LAUNDRY BASKET, 15x10x16 inches	5	piece			
	HANGER, big size, metal, 12pcs per dozen	5	dozen			
	CLOTHES PIN, metal, 12's/dozen	5	dozen			
	TOILET BRUSH with handle	7	piece			
	CLEANING GLOVES, rubber, large	3	pair			
	STORAGE BOX, 120L, black/clear, with cover	7	piece			
	COFFEE MAKER (with timer), black/stainless, 10 liters capacity	1	unit			
	COMFORTER SET, queen size, white (set is composed of the 1 piece comforter, 1 pair pillow case and 1 piece bedsheet)	8	set			
	COMFORTER SET, king size, white (set is composed of the 1 piece comforter, 1 pair pillow case and 1 piece bedsheet)	8	set			
	PILLOW, 20x30, pollyster-cotton	23	piece			
	PILLOW CASE for 20x30 pillow, thick	23	pair			
	FLOWER POTS, large, plastic	100	piece			
	FLOWER POTS, ,medium, plastic with plate	100	piece			
	FLOWER POTS, small, plastic with plate	100	piece			
	OTHER REQUIREMENTS	COMPLIANCE <i>please</i> check (✓) whether can comply or not, no check mark will mean non-compliance				REMARKS
		Can Comply	Cannot Comply			
	Delivery period is within 10 calendar days upon receipt of Purchase Order. When the last day of delivery falls on a weekend/holiday, the deadline shall be on the next working day.					
	Delivery place is at DSWD-CAR #40 Northdrive Baguio City					
TOTAL PRICE						

• Award shall be made per:

Lot basis Total Quoted Price

*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 government.*

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)

Name and Signature of Convasser

Address:

Email Address:

Contact Number/s:

PhilGEPS Registration Number: