

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

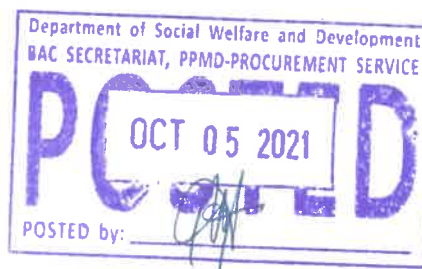
IBP Road, Constitutional Hills, Quezon City
Tel. Nos. 8931-6139/ 8931-8101 to 07 Fax No. 8951-7116

REQUEST FOR QUOTATION OF GOODS

Date of Request: October 1, 2021

RFQ No. **21-1036** **KC-NCDDP**
Shopping

Company name: _____
Address: _____
Contact Person: _____
Contact Number: _____
Company TIN : _____
Philgeps No.: _____



Sir/Madam:

1. The National Community Driven Development Program (NCDDP) hereby requests you to submit price quotations for the following items in Annex A:

To assist you in the preparation of your price quotation, we enclose the necessary technical specifications and required quantities.

2. You may quote for any or more items under this request. Each item shall be evaluated and contract awarded separately to the supplier(s)/ service provider(s) offering the lowest evaluated price on per:

Item Basis Total Quoted Lot Basis

3. Your quotation in duplicate and in the English language, should be accompanied by adequate technical documentation and catalogue(s) and other printed materials or pertinent information in English for each item quoted, including names and addresses of supplier(s)/ service provider(s) providing after sales service facilities in the Philippines.
4. The deadline for receipt of your quotation (s) by the KC-NCDDP at the address indicated in Paragraph 6 is: - on **October 05**, 2021 at 5:00pm.
5. Your quotation(s) should be submitted as per the following instruction and in accordance with the Terms and Conditions including the following:
- a. **Prices:** The prices should be quoted for the supply and Delivery of various item (Pls. refer to Annex A)
 - b. **Evaluation of Quotations:** Offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of their prices. In evaluating the quotations, the Purchaser will adjust any arithmetical errors as follows:
 - i. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern;
 - ii. where there is a discrepancy between the unit rates and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;
 - iii. If a Supplier refuses to accept the correction, his quotation will be rejected.

In addition to the quoted price, the evaluated price shall include Value Added Tax and other necessary taxes as specified herein.

- iv. **Award of Purchase Order:** The award will be made to the bidder offering the lowest evaluated price that meets the technical and financial requirements.
- v. **Validity of the Offer:** Your quotation(s) should be valid for a period of forty-five (45) calendar days from the deadline for receipt of quotation(s) indicated in paragraph 4 of this Request for Quotation.
- vi. If the **supplier/service provider** withdraw the quotation during the validity period and/or refuse to accept the award of a contract when and if awarded, then the supplier(s)/service provider(s) will be excluded from the list of NCDDP suppliers for the project for two years.
 - Terms of Payment: Fifteen (15) to Thirty (30) Calendar Days upon final inspection and acceptance of goods.
- vii. If the **supplier/service provider** does not start the delivery or perform the services under the contract/PO within 15 days (after signing of the contract/PO) without valid reason acceptable to the procuring entity (DSWD), the contract may be terminated through a notice to be issued by the head of the procuring entity (HOPE); the procuring entity shall proceed to negotiate with the succeeding responsive supplier/s; otherwise re-canvass.
- viii. **Liquidated damages/penalty:** In case of failure to make the full delivery within the time specified in the delivery terms, penalty of **one percent (1%)** of the undelivered cost for every day of delay shall be imposed.

6. Further information can be obtained from: Joanna Rose B. Medallada

Telephone: Tel. Nos. 8931-6139/ 8931-8101 to 07 local 10097
Fax: Fax No. 8951-7116
E-Mail Address: quotations@dswd.gov.ph **Take Note: Quotations submitted to different fax number(s) or email address(es) as stated shall not be considered for evaluation.**

Address: DSWD Central-Office, Procurement Office, IBP Road, Constitution Hills, Quezon City

7. Please confirm by fax or e-mail the receipt of this request and whether or not you will submit the price quotation(s)

Sincerely,



JOANNA ROSE B. MEDALLADA
Procurement Officer

Fax No. 951-7116 / Tel No. 8931-8101 to 07 local 10097

Noted by:



WILLIAM V. GARCIA JR.
OIC-Chief, Procurement Planning & Mgt. Division

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Annex A

RFQ No. **21-1036 KC-NCDDP**
 Date: **October 01, 2021**

Company Name : _____
 Company Address : _____
 Contact Person : _____
 Contact No. : _____

Item No.	Qty.	Unit	Purchaser's Specifications	Bidder's Specifications Please write the detailed specifications in the space provided (Indicate brand, model and country of origin)	Unit Cost	Total Cost
4		tins	Flat Latex, White			
8		tins	Semi-Gloss Latex White			
5		tins	Spanish Red Roofguard			
2		bags	Skimcoat			
3		gals	Laquer Sanding Sealer			
4		gals	Clear Gloss Lacquer			
2		gals	Laquer Flo			
8		gals	Laquer Thinner			
2		gals	Piluff with Hardener			
5		liters	Acrylic Color Hansa Yellow			
2		liters	Acrylic Color Lamp Black			
2		liters	Acrylic Color Toulidine Red			
4		liters	Acrylic Color Raw Sienna			
50		pcs	Waterproof Sanding Paper#80			
150		pcs	Waterproof Sanding Paper#120			
10		pcs	Paint Roller 7"			
5		pcs	Baby Roller, cotton			
8		pcs	Paint Brush 1"			
8		pcs	Paint Brush 2"			
10		kilos	Kamiseta Rug, round			
*** nothing follows ***						

PURPOSE : **Supply and Delivery of Materials for the Paint Restoration of Interior and Exterior Building of KALAHI Main Office**

PR No. **2021080358**

IMPORTANT : The winning bidder **MUST SIGN** the original copy of Purchase Order (P.O.) or Letter Order (L.O.) at DSWD-Central Office, Procurement Service within three (3) days from the date advance copy was served thru fax. **FAILURE** to show up and sign the original P.O./L.O. means that the bidder is not interested and will be a ground for suspension or blacklisting in DSWD's future biddings.

JOANNA ROSE MEDALLADA
 Procurement Officer

(Signature over printed name)
SUPPLIER

Trunkline: 89318101 to 07 local 10097