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

REQUEST FOR QUOTATION

RFQ No. **19-0043 NP-SV**
Date: **January 14, 2019**

Company Name : _____
Company Address : _____
Contact Person : _____
Contact No. : _____
PhilGEPS Reg. No.: _____
Company TIN: _____

RUSH

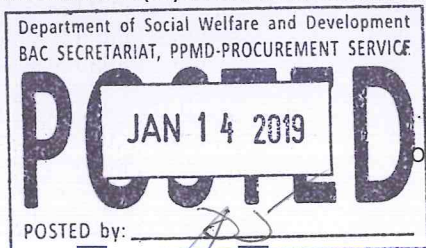
Sir/Madam:

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, within 24 hours from receipt of notice. The Certificate of Platinum Membership may be submitted in lieu of the Mayor's/Business Permit and PhilGEPS Registration Number. If awarded, you will be required to submit a duly notarized Omnibus Sworn Statement, in accordance with the attached format (Annex B), together with the signed copy of the Purchase Order (PO) within three (3) days from the date the PO was served thru fax/email.

Please accomplish and submit this form together with Annex A and all the required documents to DSWD -BAC Secretariat at Ground floor, DSWD-CO Building, IBP Road, Constitution Hills, Quezon City or fax it through numbers 951-7116 or email to quotations@dswd.gov.ph not later than 12:00 noon of January 18, 2019 (Friday). Quotations submitted to different fax number(s) or email address(es) as stated above shall not be considered for evaluation.



Very truly yours,

Handwritten signature

KARINA ANTONETTE A. AGUDO

OC-Chief, Procurement Planning & Management Division

Terms and Conditions:

- Award shall be made on per: Item Basis Total Quoted Price Lot Basis
- Quotation validity shall not be less than **Thirty (30) days**.
- Good/s shall be delivered within **on January 25, 2019 (Friday). The Video Wall should be operational before 7:00am.**
- Place of Delivery: **DSWD-Central Office, Magilw Building Lobby or In-Front of Bldg., 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 : _____
BankName : _____ 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 and register for free."

Handwritten signature
MARICRIS JACINTO
Procurement Officer

(Signature over Printed Name)
Supplier

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

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Item No.	Qty.	Unit	Purchaser's Specifications	Bidder's Specifications (Please fill out the detailed specifications in the space provided)	Unit Cost	Total Cost
			Rental of Video Wall for the 68th DSWD Anniversary Celebration			
	1	Lot	<ul style="list-style-type: none"> • 2-units Video Wall Monitor 6' x 9' (Verify on Site); Laptop; Mixer/ Switcher/ Controller and other accessories for the operation of Video Walls 			
			Note: The Video Wall should be operational before 7:00 A.M. on the day of the culminating activity.			
			Date of Culminating Activity: January 25, 2019			
			X-X-X-X-X-X-X-X-X-X-X-X-X-X			
			Approved Budget for the Contract (ABC): PhP60,000.00			

PURPOSE : **Rental of Video Walls for the upcoming 68th DSWD Anniversary Celebration**

PR No. **2019010008 - AS-BGMD**

IMPORTANT : The winning bidder MUST SIGN the original copy of Purchase Order (P.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. means that the bidder is not interested and will be a ground for suspension or blacklisting in DSWD's future biddings.


MARICRIS JACINTO
 Procurement Officer
 Trunkline: 9318101 to 07 loc. 122 & 124
 Fax No. 951-7116

(Signature over printed name)