



<b>SUPPLIER'S QUOTATION</b>	Document No.: DSWD-FO Caraga SOP GASSD-009-Form 4
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Field Office Caraga - R. Palma Street, Capitol Site, Butuan City

Fax No. 815-9173 / Tel No. 342-5619

Email Add: focrg@dswd.gov.ph or dswdprocurement13@gmail.com

### Request for Quotation

Mode Procurement : \_\_\_\_\_  
 Company Name : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 Contact Person : \_\_\_\_\_  
 Contact Number : \_\_\_\_\_

PhilGEPS Solicitaion No. : **20-CRG-24-11-0701**

PhilGEPS Reference No : \_\_\_\_\_

RFQ No : **24-11-2642**

RFQ Date : **Nov. 29, 2024**

Sir/Madam:

Please quote your government price/s including delivery charges, VAT and other applicable taxes and other incidental expenses for the goods/services 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 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.

Please accomplish and submit this form together with Annex A to DSWD Caraga-BAC Secretariat at the address indicated above not later than \_\_\_\_\_ and open quotation may be submitted.

Very truly yours,

**RYAN V. PIAMONTE**

Procurement Section Head

#### Terms and Conditions

1. Award shall be made on :  Per item basis  Lot/Package  Total Quoted;

2. Quotation validity shall not be less than 30 days calendar days;

3. Goods shall be delivered within: \_\_\_\_\_

4. Place of Delivery : **DSWD Caraga Regional Office, Capitol Site, Butuan City**

5. Term of Payment within **30 days**

6. Liquidated damages / Penalty (1/10) of one percent for every day of delay shall be imposed

7. Indicate brand name, model and country of origin (for I.T. Equipments);

8. In case of discrepancy between unit cost and total cost, unit cost shall prevail;

9. Warranty \_\_\_\_\_

\_\_\_\_\_  
 (Signature Over Printed Name of Canvasser)

\_\_\_\_\_  
 (Signature Over Printed Name of Supplier)