



Email Add: procurement.focrg@gmail.com

Non-VAT : ☐

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SUPPLIER'S QUOTATION	Document No.: DSWD-FO Caraga SOP GASDD-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 :	_____	PhilGEPS Solicitaion No. :	<u>20-CRG-25-06-0283</u>
Company Name :	_____	PhilGEPS Reference No :	
Address :	_____	RFQ No :	<u>25-06-1458</u>
Contact Person :	_____	RFQ Date :	<u>Jun. 25, 2025</u>
Contact Number :	_____		

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

- Award shall be made on : ☐ Per item basis ☐ Lot/Package ☐ Total Quoted;
- Quotation validity shall not be less than 30 days calendar days;
- Goods shall be delivered within: _____
- Place of Delivery : **DSWD Caraga Regional Office, Capitol Site, Butuan City**
- Term of Payment within **15 days**
- Liquidated damages / Penalty (1/10) of one percent for every day of delay shall be imposed
- Indicate brand name, model and country of origin (for I.T. Equipments);
- In case of discrepancy between unit cost and total cost, unit cost shall prevail;
- Warranty _____

 (Signature Over Printed Name of Canvasser)

 (Signature Over Printed Name of Supplier)