

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Regional Office III  
Government Centre, Maimpis, City of San Fernando (P)

REQUEST FOR QUOTATION

RFQ No. 2023-04-034  
PR No. 2023-04-027  
Mode of Proc: NP-SVP

\*Company Name: \_\_\_\_\_  
\*Company Address: \_\_\_\_\_  
\*Contact Person: \_\_\_\_\_  
\*Contact No.: \_\_\_\_\_  
\*Email Address: \_\_\_\_\_  
\*PhilGeps Reg. No.: \_\_\_\_\_

**\*REQUIRED.** To avoid bid disqualification, please  
fill out all the items accordingly. Indicate "N/A"  
if not applicable. Thank you!

\*Title of the Project: **Purchase of Customized Go Bag for the use of Quick Response Team Members.**

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 **Annex A**, please attach in your quotation, a duly notarized certification to this effect.

Interested supplier/s are required to submit copies of their **Mayor's/Business Permit**. The **Certificate of PhilGEPS Membership** may be submitted in lieu of the Mayor's/Business Permit and PhilGEPS Registration Number.

Please accomplish and submit this from together with **Annex A** and all the required documents to DSWD FO III - BAC Secretariat at DSWD Regional Office III, Diosdado Macapagal Government Center, Maimpis, City of San Fernando, Pampanga or email to [quotation.fo3@dswd.gov.ph](mailto:quotation.fo3@dswd.gov.ph) not later than **12:00PM April 21, 2023**. Quotations submitted to different email address(es) as stated above shall not be considered for evaluation. Please indicate in the subject of your email the title of the Project using this format: **[RFQ NUMBER] [DEADLINE OF SUBMISSION]**. Bids submitted must be in **pdf format** ONLY **clearly scanned** in a **SINGLE FILE**. Any supporting documents shall be saved in a separate pdf file.

Very truly yours,

  
JENNIFER CAMPANG-MORALES  
Procurement Section Chief

**Terms and Conditions:**

- Award shall be made on per: ☐ Item Basis ☒ Lot Basis
- No negative feedback/record and or delay of delivery of Service Provider within Three (3) months.
- Quotation validity shall be: Thirty (30) Calendar Day
- Good/s/Activity shall be delivered within: Twenty-Five (25) Calendar Days
- Place of Delivery: DSWD FO III, DMGC, Matulungin St., Brgy. Maimpis, CSFP
- Terms of Payment: Within Thirty (30) Calendar Days  
Payment through LDDAP-ADA (List of Due and Demandable Accounts Payable-Advise to Debit Account).

Account Name: \_\_\_\_\_

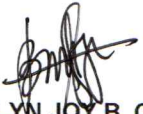
Account Number: \_\_\_\_\_

Bank Name: \_\_\_\_\_

Branch: \_\_\_\_\_

\*Note; Non-Land Bank of the Philippines accounts shall be charged a service fee.

7. Liquidated Damages/Penalty: In case of failure to make full delivery within the time specified above, 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.
8. For goods, please indicate brand, model and country or origin.
9. In case of discrepancy between unit cost and total cost, unit cost shall prevail.
10. Please indicate Warranty (If applicable): \_\_\_\_\_
11. Alterations: Any interlineations, erasures or overwriting shall be valid only if they are signed by the supplier or any of its duly authorized representative(s).
12. 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](http://www.philgeps.gov.ph) and register for free.



**KEILYN JOY B. CALMA**

PPMU

\_\_\_\_\_  
(Signature over Printed Name)  
Supplier



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](http://www.philgeps.gov.ph) to register."

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Date: \_\_\_\_\_

\*Company Name: \_\_\_\_\_  
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\*PhilGEPS Reg. No.: \_\_\_\_\_

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	Statement of Compliance and Bidder's Specifications (Please fill out the detailed specifications in the space provided and/or write "COMPLY" if able to deliver)	UNIT COST	TOTAL COST
	1	LOT	CUSTOMIZED GO BAG			
			A. HYGINE CARE:			
61	sachet	1. Toothbrush - Slim Tip Infused Bristle, Any color				
61	sachet	2. Toothpaste - 24g twin pack				
61	pieces	3. Bath Soap - 25g small bath soap				
61	sachet	4. Shampoo - Triopack 10-15ml				
61	packs	5. Small Wet Wipes (10 sheets per pack)				
61	pieces	6. Detergent Powder, 50g				
61	pieces	7. Face Towel - cotton, quick drying white				
61	pieces	8. Bath Towel - cotton, quick drying white				
			B. FIRST AID:			
610	pieces	1. Alcohol Pads, 70% Isopropyl				
610	pieces	2. Povidone Iodine Pads				
305	pieces	3. Band Aid, 1 3/4" X 2" in adhesive fabric bandage				
61	bottles	4. Alcohol, 70% pure Isopropyl rubbing alcohol with mist spray cap, 50ml				
610	pieces	5. Safety Pin, 45x10mm				
122	pieces	6. Sterile Gauze Pad, 4"x4", bordered gauze				
61	rolls	7. Micropore Tape, 0.5 inches				
61	rolls	8. Elastic Bandage, 2inches with clips				
61	pieces	9. Regular Triangular Bandage, 40" x 40" x 56"				
122	pairs	10. Disposable Gloves, Sterile, Individual Pack, Large, two (2) pairs				
61	pairs	11. Working Gloves, Cotton and Rubber Coated, Large, one (1) pair				
305	pieces	12. Face Mask, Disposable, Elastic ear loop, inner layer made of soft facial tissue, without dye				
61	rolls	13. Duct Tape, 2" x 25m				
61	pieces	14. Thermal Blanket, 160 x 210cm, reflects 90% of body heat, wind proof and water proof				
61	pieces	C. GO BAG				
		Specifications:				
		Colors: Red (Main Body) Black (Body Parts) and White (Silver or reflector type)				
		Material: Cotton-Nylon Fabric and Polyester				
		Size: LxWxH (inches) 15"x9"x20"				
		Compartment: 1 main, end-to-end zipper opening				
		Outer Pockets: 2 Front zip-pockets, 1 back zip-pocket for shoulder strap handle				
		Inside Pockets: 6 net pockets, garter pockets, 1 zip and 1PVC pocket				
		Zipper size: main #8, minor #5, color Black				
		Slider size: main #8 with lock, minor #5, color black				
		Shoulder strap: Adjustable, Heavy duty pads & Aircole				
		Bag Strap Support: Black Nylon 1inch				
		Black side release				
		White front reflector				
		Print: GO BAG (Color: 1 color Black, Font: Arial Black, Size LxH: 6x2 inches)				
		Print: DSWD Logo (Color: 1 color White, Size LxH: 5x2 inches)				
		*Resizing is permitted but the DSWD logo must retain its proportions				
		Please see attached picture for reference*				
		REPACKING DETAILS:				
		A. HYGIENE CARE: (Placing: inside net pockets)				
		-1 PC TOOTHBRUSH				
		-1 PC TOOTHPASTE, TWIN PACK				
		-1 PC BATHSOAP				

- 1 PC SHAMPOO, TRIO PACK
- 1 PACK SMALL WET WIPES
- 1 PC DETERGENT POWDER
- 1 PC FACE TOWEL (Inside bag)
-1 PC BATH TOWEL (Inside bag)

**B. FIRST AID (Placing: Inside zip pocket and PVC pocket)**

**Inside PVC Pocket**

10 PCS ALCOHOL PADS
10 PCS POVIDONE, IODINE PADS
5 PCS BAND AID
1 ROLL DUCT TAPE
10 PCS SAFETY PIN
2 PCS STERILE GAUZE PAD
1 ROLL MICROPORE TAPE
1 ROLL ELASTIC BANDAGE
1 PC REGULAR TRIANGULAR BANDAGE

**Inside zip pocket**

1 BOTTLE ALCOHOL
2 PAIRS DISPOSABLE GLOVE
1 PAIR WORKING GLOVES
5 PCS DISPOSABLE FACE MASK
1PC THERMAL BLANKET (Inside bag)

**TOTAL OUTPUT OF REPACKING - 61 pieces of GO BAGS**

**NOTE:**

1. Supplier to submit prototype of Go Bag (1 unit complete component)
2. Packed individually upon delivery using Go Bag

**\* NOTHING FOLLOWS \***

**Approved Budget for the Contract: PhP 396,500.00**

Please do not leave any blank items.

**TOTAL OFFERED QUOTATION / BID**

<b>In WORDS:</b>    	<b>In FIGURES:</b>    
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**PURPOSE:** Purchase of Customized Go Bag for the use of Quick Response Team Members.

**PR No.** 2023-04-027

**IMPORTANT:** The winning bidder **MUST SIGN** the original copy of Purchase Order (P.O) at DSWD-Regional Office III, Procurement Section within 48 hours from its issuance.

**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.

Please carefully re-check your bid (i.e. price, technical specifications and delivery date.) DSWD Field Office III implements a "NO MODIFICATION and NO DELIVERY EXTENSION POLICY"

  
**JENNIFER C. MORALES**  
 Procurement Officer

\_\_\_\_\_  
 Supplier



## GO BAG REFERENCE

