



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
**REGION XII**

"Matino, Mahusay at Maasahan"  
 Prime Regional Government Center, Carpenter Hill, Koronadal City, 9506  
 Tel/Fax Nos.: (083)228-6660 • (083)228-1421 • Email: dilg\_ro12@yahoo.com • Website: region12.dilg.gov.ph  
 ADMIN (083) 228-7960 • FINANCE (083) 228-7959 • LGMED (083) 877-2969 • LGCDD (083)877 2971

**REQUEST FOR QUOTATION**

(RFQ No. SVP2020- 10-045 )

Name of Supplier:
Address:
Registered Business Name:
Address:
Business Permit No.
TIN:
PhilGEPS Reg. No.

The Department of the Interior and Local Government Region XII (DILG-XII), through its Regional Bids and Awards Committee (RBAC), hereby invites all interested suppliers registered with the Philippine Government Electronic Procurement System (PhilGEPS), to quote their *lowest price* on the item listed below, subject to the General Conditions stated herein, and submit their quotation duly signed by their representatives not later than **10:00a.m., 29 OCTOBER 2020 ( THURSDAY )**:

- NAME OF PROJECT** : **PROCUREMENT OF POLO SHIRTS FOR THE CONDUCT OF LOKAL SERBISYO CARAVAN (IMPLEMENTATION OF THE RETOOLED COMMUNITY SUPPORT PROGRAM (RCSP) & LEO 70)**
- LOCATION / AREA OF DELIVERY** : **DILG XII Regional Office, Regional Government Center, Carpenter Hill, Koronadal City**
- APPROVED BUDGET** : **One Hundred Fifty Thousand Pesos Only (Php150, 000.00)**

**TERMS OF REFERENCE:**

The prospective bidder shall bid for the corresponding item:

Item	Number of Pieces	Cost Estimate	Total Cost
Polo Shirt	300	Php500.00/each	<u>Php150,000.00</u>
<b>TOTAL AMOUNT:</b>			<u>Php150,000.00</u>

*The DILG Region XII, imbued with integrity, competence and professionalism, and Living Up to a Peaceful, Accountable, and Dynamic working environment, commits to deliver quality services through oversight function, capacity development intervention, and incentives and rewards and administrative assistance to local government units.*

*We uphold customer satisfaction and continual improvement of our Quality Management System's effectiveness, compliant to applicable laws, rules and regulations, and international standards, for a highly Developed, Orderly, Self-Reliant, Environment-friendly and Globally Competitive SOCCSKSARGEN. (LUPADDOSE).*



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*The total amount of the above item shall determine the most advantageous price for DILG-XII.*

**1. SPECIFICATIONS**

- ✓ Number of pieces: 300
- ✓ Materials: Cotton (Please provide actual cloth sample)
- ✓ Color: Moss Green
- ✓ Print: DILG Logo Embroidery Print
- ✓ See attached lay-out

**TERMS OF REFERENCE:**

**2. LOCATION/AREA OF DELIVERY:** DILG XII Prime Regional Government Center, Carpenter Hill, Koronadal City

**3. LOCATION OF QUALIFIED BIDDERS**

Bidders/Suppliers are **Region XI and XII**

**4. TIMELINE/SCHEDULE OF DELIVERY**

The supply and delivery of the aforesaid materials must be made not later than **November 15, 2020** including Saturdays, Sundays and holidays from receipt of Notice to Proceed.

Liquidated damages equivalent to one tenth of one percent (0.01%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG-XII shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

**5. TERMS OF PAYMENT**

The winning supplier shall be paid the contract amount in full upon delivery and acceptance by the DILG-XII, subject to deduction of applicable taxes.

Mode of payment to the winning supplier shall be made via Landbank's Advice to Debit Account (ADA). If supplier is nonholder of a Landbank Account, ADA may be made to other participating banks **provided** that the supplier will bear the bank charges deducted from such transaction.

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