



Republic of the Philippines  
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Field Office 02  
Regional Center, Carig, Tuguegarao City  
Tel Nos. (078)304-1004 Telefax (078)304-0586

REQUEST FOR PRICE QUOTATION  
23-02-0163

Date: February 21, 2023

**Purpose:** for use of newly hired employees as ready - reference on their onboarding as new entrants to DSWD  
The DSWD Regional Office announces its intention to purchase goods and services and invites into BID for the following:

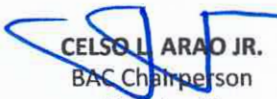
ITEM NO	ITEM	Quantity	Unit	Price Quotation		Remarks
				Unit Price	Total Price	
1	Welcome Handbook for New Employees  Specification: Type: Journal Type Size: A5 Cover: Full color matte laminated Inside Pages: full color 100 pages Binding: Ring Bind Others: Inclusive of lay-out and design; 1 printed sample of final version before production; contents shall be provided by the proponent	200	pcs			PR# 2023-02-0285
	<b>Total Approved Budget = P 80,000.00</b>					

**Notes:**  
\*This can be sent through fax. Submission must be two (2) days upon receipt. Late canvass shall be automatically rejected.  
\* Price quotations must be inclusive of tax.

All interested suppliers are requested to **SUBMIT THEIR BIDS** on or before \_\_\_\_\_ to the DSWD Regional Office, Regional Center, Carig, Tuguegarao City thru:  
\*DSWD E-Mail Address at bacsec.fo2@dswd.gov.ph  
\*DSWD Regional Bids and Awards Committee

The following suppliers' business documents are required for submission to DSWD BAC Secretariat before bid submission:  
\*DTI Business registration  
\*Mayor's Permit  
\*TAX Clearance  
Others Required: \_\_\_\_\_

Bids submitted not in consonance with the above stated date, time and place would be rejected.

  
CELSO L. ARAO JR.  
BAC Chairperson  
Director III

Quoted by:

Canvassed By:

Registered Business Name

Canvasser

(Signature over printed name)

Printed Name and Signature of Owner/Authorized Representative

Business Address : \_\_\_\_\_

Date of Submission : \_\_\_\_\_

Contact No : \_\_\_\_\_

Terms of Payment : \_\_\_\_\_

TIN Number : \_\_\_\_\_

Philgeps Registration no.

ACKNOWLEDGMENT RECEIPT

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

This is to acknowledge receipt of Request for Price Quotation 23-02-0163 from the Department of Social Welfare and Development (DSWD) Field Office 02, Regional Center, Carig, Tuguegarao City, Cagayan

Name of Company/Supplier/Bidder/Service Provider: \_\_\_\_\_

Signature over Printed Name of Representative/Owner

Date Received