

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Field Office MiMaRoPa Region

1680 F.T. Benitez corner Malvar Sts., Malate, Manila

REQUEST FOR QUOTATION

RFQ No. 2018-10-1419-SVP

Date: October 5, 2018

Company Name : \_\_\_\_\_  
Company Address : \_\_\_\_\_  
Contact Person : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
Company TIN : \_\_\_\_\_  
PhilGEPS Reg. No. : \_\_\_\_\_

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 exclusive manufacturer, distributor, or agent in the Philippines for goods listed in Annex A, please attach in your

Additionally, please attach copies of your **Company's Business Permit, PhilGEPS Certificate, latest Income/Business Tax Return and Omnibus Sworn Statement**. The **Certificate of Platinum Membership** maybe submitted in lieu of the Mayor's /Business Permit and PHILGEPS Registration Number

Please accomplish and submit this form together with Annex A to DSWD - Procurement Unit at 2nd Floor 1680 F.T. Benitez corner Malvar Sts., Malate, Manila or **fax it through numbers: (02) 336-8106 to 07 loc. 111 or email to: proc.davecorcoro.dswd4b@gmail.com** not later than **5:00 PM on , October 12, 2018 (Friday)**.

Very truly yours,

  
**HARVY B. CALABIO**  
Administrative Officer V  
Procurement Section

Terms and Conditions:

- Award shall be made on per:  item basis  total quoted price  lot basis
- Price Validity shall be valid until: One Hundred Twenty (120) Calendar days
- Good/s shall be delivered on: Five (5) days upon received of approved Purchase Order (PO)
- Place of Delivery: SWADT Oriental Mindoro Office (Capitol Complex, Camilmil, Calapan City, Oriental Mindoro)
- Terms of Payment: within 15-30 days upon final inspection and acceptance  
Payment through LDDAP-ADA (List of Due and Demandable Accounts Payable- Advice to Debit Account)  
Account Name: \_\_\_\_\_ Account Number : \_\_\_\_\_  
Bank Name: \_\_\_\_\_ Branch: \_\_\_\_\_  
*\*\*Note: Non Land Bank of the Philippines accounts shall be charged a service fee*
- Liquidated Damages/Penalty: In case of failure to make full delivery within the time specified above, the 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 shall be imposed. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of contract, the Procuring Entity may rescind or terminate the contract without prejudice to other courses of action and remedies available under the circumstances.
- For goods please indicate brand, model and country of origin.
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- Please indicate warranty: \_\_\_\_\_
- 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"

  
**DAVE T. CORCORO**  
Procurement Officer

Telefax: 336-8106 to 07 loc. 101 & 111

Company Phone Number : 0939-502-4258

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

**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**  
 Field Office MiMaRoPa Region  
 1680 F. T. Benitez corner Malvar Sts., Malate, Manila

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"

RFQ No. **2018-10-1419-SVP**  
 Date: \_\_\_\_\_ (should be filled up by suppliers)  
 MOP: \_\_\_\_\_

Company Name : \_\_\_\_\_  
 Company Address : \_\_\_\_\_  
 Contact Person : \_\_\_\_\_  
 Contact No. : \_\_\_\_\_  
 Company TIN : \_\_\_\_\_  
 PhilGEPS Reg. No. : \_\_\_\_\_

Item No.	Qty.	Unit	Purchaser's Specifications	Bidders Specifications	Unit Cost	Total Cost
1	600	sachet	<b>NUTRIPACK CONGEE, 100g (CHICKEN FLAVOR)</b> Expiration must be 1-2 years from manufactured date * Subject to replacement of actual count whenever there are findings of spoiled/ deteriorated pack/ sachet per evaluation of 6 months			
2	600	sachet	<b>NUTRIPACK CHICKEN MACARONI SOUP, 100g (CHICKEN FLAVOR)</b> Expiration must be 1-2 years from manufactured date * Subject to replacement of actual count whenever there are findings of spoiled/ deteriorated pack/ sachet per evaluation of 6 months			
3	600	sachet	<b>NUTRIPACK CHAMPORADO, 100g</b> Expiration must be 1-2 years from manufactured date * Subject to replacement of actual count whenever there are findings of spoiled/ deteriorated pack/ sachet per evaluation of 6 months			
4	600	sachet	<b>CRACKERS 250g/10s SINGLE PACK</b> Expiration must be 1-2 years from manufactured date * Subject to replacement of actual count whenever there are findings of spoiled/ deteriorated pack/ sachet per evaluation of 6 months			
5	600	bottle	<b>BOTTLED DRINKING WATER 500ml</b> Expiration must be 1-2 years from manufactured date * Subject to replacement of actual count whenever there are findings of spoiled/ deteriorated pack/ sachet per evaluation of 6 months >>>> Nothing Follows <<<<<< Delivery Date: Five (5) days upon receipt of approved Purchase Order (P.O.) Delivery Place: SW/ADT Oriental Mindoro Office (Capitol Complex, Camilimil, Calapan City, Oriental Mindoro)	Note: Please specify brand/ model/ origin Please fill up the space for Bidder's Specification "Failure to indicate information could be basis for non-compliance."		
<b>APPROVED BUDGET FOR THE CONTRACT: Php159,000.00</b>						

PURPOSE: Goods issued/distributed to people affected by Disaster.  
 PR No.: 2018-10-1419-SVP

IMPORTANT: The winning bidder MUST SIGN the original copy of Purchase Order (P.O.) at DSWD FO MIMAROPA Region, Procurement Unit within three (3) days from the date advance copy was served thru fax.  
 FAILURE to show up and sign the original P.O. means the bidder is not interested and will be ground for suspension or blacklisting in DSWD's future biddings.

  
**DAVE T. CORCORO**  
 Procurement Officer

Tel: 336-8106 Local 101 & 111/Email: [procurementdswd4bmmimaropa@gmail.com](mailto:procurementdswd4bmmimaropa@gmail.com)  
 Company Phone Number : 0939-502-4258

\_\_\_\_\_  
 (Signature over printed name)  
 Supplier

VAT  
 Non-VAT