

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Field Office MiMaRoPa Region

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

REQUEST FOR QUOTATION

RFQ No. 2018-11-1568

Date: November 20, 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 quotation a duly notarized certification to this effect.

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: pantawidprocurement4bEmmA@gmail.com not later than 5:00PM on November 26, 2018 (Monday).

Very truly yours,

[Handwritten Signature]
HARVY B. CALABIO

Administrative Officer V

Procurement Section

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

Terms and Conditions:

- 1. Award shall be made on per: [] item basis [X] total quoted price [] lot basis.
2. Price Validity shall be valid until: One Hundred Twenty (120) Calendar days
3. Services shall be delivered on: on the date of conduct of activity
4. Place of Delivery: San Fernando, Romblon
5. Terms of Payment:
Payment through LDDAP-ADA (List of Due and Demandable Accounts Payable- Advice to Debit Account)
Account Name: Account Number :
Bank Name: p
**Note: Non Land Bank of the Philippines accounts shall be charged a service fee
6. Liquidated Damages/Penalty: In case of failure to make full delivery within the time sepcified 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.
7. For goods please indicate brand, model and country of origin.
8. In case of discrepancy between unit cost and total cost, unit cost shall prevail.
9. Please indicate warranty:
10. 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 to register"

[Handwritten Signature]
EMMA JOY C. NOLASCO
Procurement Officer

Tel. No: 336-8106 Local 101/Cel. No.0949-4246305

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 to register"

REQ No. 2018-11-1568

(Should be filled up by suppliers)

Company Name
Company Address
Contact Person
Contact No.
Company TIN
PhilGEPS Reg. No.

Date:
MOP: SVP

Item No.	Qty.	Unit	Purchaser's Specifications	Bidder's Specifications	Unit Cost	Total Cost
1	103	pak	Catering Service for Skills Training on Ginger Production, Management and Processing for 2days Date of Activity: November 27-28, 2018 Guaranteed pak: 82 Venue and Point of Delivery: San Fernando, Romblon Meals: Day 1 Am Snack: Egg Sandwich and Iced Tea Lunch: Rice, Chicken Adobo, Pakbet, Dessert and Juice Pm Snack: Pancit, Puto and Orange Juice Meals: Day 2 Am Snack: Lugaw with Egg and Juice Lunch: Rice, Fried Chicken, Chopsuey, Fruits and Juice Pm Snack: Marya and Buko Juice Time of Serving: Am Snack - 10:00am Lunch: 12:00nn Pm Snack - 3:00pm Other Provisions: Free flowing coffee, water and candies, Standby Attendant Note: Service provider is expected to comply with the arrangement to provide catering services at the venue identified by the end-user within the Municipality *****NOTHING FOLLOWS***** APPROVED BUDGET FOR THE CONTRACT: Php72,100.00	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."		

PURPOSE: Skills Training on Ginger Production, Management and Processing
PR No.: 2018-11-1568

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.

EMMA JOY C. NOLASCO

Procurement Officer

Tel: 336-8106 Local 101/Fax No: 336-8106 Local 111/Email: panlawdprocurement4bEmmA@gmail.com

(Signature over printed name)
Supplier

VAT
 Non-VAT