

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Field Office MiMaRoPa Region
1680 F.T. Benitez corner Malvar Sts., Malate, Manila

REQUEST FOR QUOTATION

RFQ No. 2018-11-1631
Date: November 19, 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 of Harvy B. Calabio

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: December 11-14, 2018
4. Place of Delivery: Puerto Princesa City, Palawan
5. 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:
\*\*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"

EMMA JOY C. NOLASCO

Procurement Officer

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

Signature Over Printed Name
(Supplier)

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(should be filled up by suppliers)

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

Date:  
MOP:  
LOV

Purchaser's Specifications

Item No.	Qty.	Unit	Purchaser's Specifications	Bidder's Specifications	Unit Cost	Total Cost
1	43	pax	Board and Lodging for the conduct of Learning and Development Intervention on Strengthening Partnership and Advocacy of Pantawid Pamilya for 3 days			
	35	guaranteed pax	Date of Activity: December 11-14, 2018 Venue: Puerto Princesa City, Palawan Check in: December 11, 2018 (12:00nn) - w/ provision of Buffet Lunch, PM Snacks and Buffet Dinner December 12-13, 2018 - Full Meals (Buffet-Breakfast, Lunch, Dinner, Plated-AM and PM Snacks Check out: December 14, 2018 (12:00nn) - w/ provision of Buffet Breakfast and AM Snacks Buffet Meals: 2 Meat, 1 Vegetables, 1 Dessert, 1 Soup, Rice and Drinks (soda/iced) <b>INCLUSION:</b> Triple Sharing (single bed for each pax) Air conditioned room with Hot and Cold Shower w/ cable TV, Free Wifi, Telephone Line Intercom Towel, Shampoo, Toothpaste, soap provided <b>1 complimentary room for secretariat</b> <b>FUNCTION ROOM:</b> Fully air-conditioned room, spacious for activities No Pillars Can accommodate all participants in one venue Available from 1st day to last day, 12 nn to 12 nn	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."		

page 1 of 2

**PURPOSE:** For the conduct of Learning and Development Intervention on Strengthening Partnership and Advocacy of Pantawid Pamilya  
PR No.: 2018-11-1631

**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 JOKO MOLASCO

Procurement Officer

Tel: 336-8106 Local 101/Fax No: 336-8106 Local 111/Email: pantawidprocurement4bEmmA@gmail.com

(Signature over printed name)  
Supplier

VAT  
 Non-VAT

