



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Field Office MiMaRoPa Region

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

REQUEST FOR QUOTATION

RFQ No. 2022-03-0300 NP SVP
Date: March 24, 2022

Company Name, Company Address, Contact Person, Contact No., Email Address, 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.

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.

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) 8336-8106 to 07 loc. 24051-52 or email to: ccvictorio@dswd.gov.ph not later than 5:00PM on March 31, 2022 (Thursday).

Very truly yours,

HARVEY B. CALABIO

Administrative Officer V
Procurement Section

Tel. No: 5336-8106 loc 24051-52

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 April to December 2022
4. Place of Delivery: Odiongan, Romblon
5. Terms of Payment: within 15-30 days upon final inspection and acceptance
6. 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.
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"

CATHERINE CATHY R. VICTORIO
Procurement Officer
Tel. No: 5336-8106 loc 24051-52

Signature Over Printed Name
(Supplier)



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 Date: _____ (should be filled by suppliers)

MOP: SVP

Company Name : _____
 Company Address : _____
 Contact Person : _____
 Contact No. : _____
 Email Address : _____
 Company TIN : _____
 PhilGEPS Reg. No. : _____

Item No.	Qty.	Unit	Purchaser's Specifications	Bidder's Specifications	Unit Cost	Total Cost
1	19	pax	Catering Service for 12 sessions			
			16 guaranteed pax			
			Monthly Provincial Meeting of SLP Staff of Romblon			
			Venue: Odiongan, Romblon			
			Dates:			
			April 18, 2022			
			May 16, 2022			
			June 20, 2022			
			June 21, 2022			
			July 18, 2022			
			August 15, 2022			
			September 19, 2022			
			October 17, 2022			
			October 27, 2022			
			November 21, 2022			
			December 19, 2022			
			December 20, 2022			
			Every 3rd Monday of the month (Subject to change) 1 meal and 2 snacks per day for 12 sessions			
			Menu / Time of serving			
			AM snack: 9:00 AM			
			Sandwich, pasta, soft drinks or juice, water			
			Lunch: 12:00NN			
			Rice with meat or vegetables or fish, Served with fresh fruits, soft drinks or juice, water			
			PM snack: 3:00 PM			
			Sandwich,/Pansit / spaghetti with bread, soft drinks or juice water			
			nothing follows			
				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."		
			Approved Budget Cost: Php 191,200.00			

PURPOSE: SLP PDO'S Monthly Meeting for Year 2022-Oriental Mindoro.

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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.

CATHERINE CATHY R. VICTORIO
 Procurement Officer

Tel: 336-8106 Local 101/Fax No: 8336-8106 Local 24051-52/Email: procurementdswd41

(Signature over printed name)
 Supplier

VAT
 Non-VAT