



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
FIELD OFFICE - MIMAROPA
1680 F.T. Benitez Corner Malvar Sts., Malate, Manila

REQUEST FOR QUOTATION

RFQ No. 2022-05-0075

Date: May 27, 2022

Company Name : _____
Company Address : _____
Contact Person : _____
Contact No. : _____
Company TIN : _____
Email Address : _____
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: jlagarde@dswd.gov.ph not later than 5:00PM on June 01, 2022 (Wednesday).**

Very truly yours,

HARVY B. CALABIO

Administrative Officer V

Procurement Section

Telefax: 5336-8107 local 24052

Terms and Conditions:

1. Award shall be made on per: item basis total quoted price lot basis
2. Price Validity shall be valid until: One Hundred Twenty (120) Calendar days
3. Services shall be delivered On scheduled dates of activities
4. Place of Delivery: Multipurpose hall, Bgy. Riotuba, Bataraza, 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: _____ Branch: _____
****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"**

JAYSON B. LAGARDE
Procurement Officer
5336-8107 local 24052

Signature Over Printed Name
(Supplier)



REQUEST FOR QUOTATION RECEIVING FORM

I Hereby certify that I _____ of _____ has received the Request for

Quotation RFQ No. **2022-05-0075** from DSWD MIMAROPA Region intended for

Catering for Learning and Development Intervention on Community Empowerment Activity Cycle (CEAC) in National Community Driven Development Program (NCDDP); Additional Financing for Local Government Units (LGU) and Community Volunteers (Face-to-Face) in Bataraza, Palawan

Certified by:

(Signature Over Printed Name of Supplier)
Contact: _____
Email Address: _____

RFQ Delivered by:

(Signature Over Printed Name of Carvasser)
Position: _____
Date / Time of Delivery: _____

Note: This form shall be used and issued in cases when RFQ is personally delivered to prospective supplier/service provider.





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 System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph to register"

RFQ No.: 2022-05-0075
Date: May 27, 2022

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

MOP: NP-SVP

Item No.	Qty.	Unit	Item Description	Bidder's Specifications	Unit Cost	Total Cost
1	65	pax	Activity: Indigenous People's Empowerment Seminar Date: 9 June 2022 Venue: Multipurpose hall, Bgy. Riotuba, Bataraza, Palawan Meals: AM Snack, Lunch & PM Snack Guaranteed Pax: 65 Plated: AM and PM Snacks (with cold beverage) Buffet: Lunch (Minimum of 3 viands with soup, desserts/fruits and cold drinks, no repetition of meals)			
2	37	pax	Activity: Minutes Taking and Grievance Redress Training Date: 10 June 2022 Venue: Multipurpose hall, Bgy. Riotuba, Bataraza, Palawan Meals: AM Snack, Lunch & PM Snack Guaranteed Pax: 37 Plated: AM and PM Snacks (with cold beverage) Buffet: Lunch (Minimum of 3 viands with soup, desserts/fruits and cold drinks, no repetition of meals)			
3	185	pax	Activity: Community Volunteers Training(CVT) Procurement, Infra, Date: 21-22 June 2022 and 23-24 June 2022 Venue: Multipurpose hall, Bgy. Riotuba, Bataraza, Palawan Meals: AM Snack, Lunch & PM Snack Guaranteed Pax: 185 Plated: AM and PM Snacks (with cold beverage) Buffet: Lunch (Minimum of 3 viands with soup, desserts/fruits and cold drinks, no repetition of meals)			
4	140	pax	Activity: Operation & Maintenance Training Date: 5 July 2022 Venue: Multipurpose hall, Bgy. Riotuba, Bataraza, Palawan Meals: AM Snack, Lunch & PM Snack Guaranteed Pax: 140 Plated: AM and PM Snacks (with cold beverage) Buffet: Lunch (Minimum of 3 viands with soup, desserts/fruits and cold drinks, no repetition of meals)			
5	80	pax	Activity: Municipal Fiduciary Workshop(MFW) Date: 29 July 2022 Venue: Multipurpose hall, Bgy. Riotuba, Bataraza, Palawan Meals: AM Snack, Lunch & PM Snack Guaranteed Pax: 80 Plated: AM and PM Snacks (with cold beverage) Buffet: Lunch (Minimum of 3 viands with soup, desserts/fruits and cold drinks, no repetition of meals)			
6	55	pax	Activity: Sustainability Planning Workshop Date: 5 August 2022 Venue: Multipurpose hall, Bgy. Riotuba, Bataraza, Palawan Meals: AM Snack, Lunch & PM Snack Guaranteed Pax: 55 Plated: AM and PM Snacks (with cold beverage) Buffet: Lunch (Minimum of 3 viands with soup, desserts/fruits and cold drinks, no repetition of meals)			
			Approved Budget Cost: Php224,800.00 ****Nothing Follows**** ***Page 1 of 1***			
				"Failure to indicate information could be basis for non-compliance."		

PURPOSE: Catering for Learning and Development Intervention on Community Empowerment Activity Cycle (CEAC) in National Community Driven Development Program (NCDDP); Additional Financing for Local Government Units (LGU) and Community Volunteers (Face-to-Face) in Bataraza, Palawan

PR No.: 2022-05-0075

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.

JAYSON B. LAGARDE
Procurement Officer
Telefax: 5336-8106 to 07 loc. 24052

(Signature over printed name)
Supplier

VAT
 Non-VAT