



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

REQUEST FOR QUOTATION

RFQ No.: 2022-06-0613 NP-LOV
 Date: June 13, 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**. 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, Mayor's 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) 5336-8106 to 07 loc. 24052 or email to:**

lglicop@dswd.gov.ph not later than **5:00 PM on JUNE 20, 2022 (Monday)**

Very truly yours,

HARVEY B. CALABIO 6/13/2022
 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
- Services shall be delivered on: JUNE 27-JULY 1, 2022
- Place of Delivery: Hotel Within METRO MANILA
- 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 to register"

LORETTA G. LICOP
 Procurement Officer

Telefax: 5336-8106 to 07 loc. 24051 to 52

 Signature Over Printed Name
 (Supplier)



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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"

RFQ No 2022-05-0544
 Date: _____

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

MOP: NP- LOV

Item No.	Qty.	Unit	Bidder's Specifications	Unit Cost	Total Cost
1	30	pax	BOARD AND LODGING (5 DAYS/4NIGHTS)		
25 Guaranteed Pax			CONDUCT OF TRAINING ON NELC AND NEW STANDARDS AND GUIDELINES FOR POTENTIAL DEPUTIZED ACCREDITORS		
			VENUE: Hotel Within METRO MANILA		
			DATE:		
			JUNE 27-JULY 1, 2022		
			Room Sharing: Air-conditioned Room, TRIPLE Sharing with Individual Bed per Pax and Free Toiletries (With the IATF and DOT Guidelines for the Minumum Health Standard)		
			Check-In Date and Time: JUNE 27, 2022 /1:00 pm		
			Check-Out Date and Time: JULY 1, 2022 / 12:00 nn		
			MEALS SCHEDULE:		
			JUNE 27, 2022: PM Snack and Dinner		
			JUNE 28-30, 2022: Breakfast, AM Snack, Lunch, PM Snack and Dinner		
			JULY 1, 2022: Breakfast, AM Snack and Lunch		
			Type of Serving:		
			*Managed Buffet for Breakfast (6:00 am), Lunch (12:00 nn) and Dinner (6:00 pm)		
			*Plated Snacks (AM Snack-9:00 am and PM Snack-3:00 pm)		
			Menu Selection:		
			*Hotel to submit Menu (Minimum of atleast 2 Viands, Soup, Desserts and Beverages)		
			*Hotel will submit proposed menu of the day one (1) week before the training schedule	<small>Note: Please specify brand/ model/ origin Please fill up the space for Bidder's Specification</small>	
			*No repeating meal per menu		
			*Food to be served should have vegetables and fruits and can adjust for Muslim and non pork eaters	"Failure to indicate information could be basis for non-compliance."	

PURPOSE: BOARD AND LODGING FOR THE CONDUCT OF LDI LEVEL 2: TRAINING ON SOCIAL CASE MANAGMEENT FOR SOCIAL WORKERS HANDLING CHILDREN FOR THE ISSUANCE OF CERTIFICATE DECLAIRING A CHILD LEGALLY AVAILABLE FOR ADOPTION OR CDCLAA

PR No.: 2022-06-0613 NP-LOV

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.

LORETTA G. LICOP

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

 (Signature over printed name)
 Supplier

VAT

Non-VAT



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RFQ No 2022-05-0544

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Company Name : _____
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Item	Qty.	Unit	Bidder's Specifications	Unit Cost	Total Cost
			INCLUSIONS:		
			*Structurally sound and safety for occupancy with enough Fire Escapes, Fire Fighting Equipments, CCTV, Elevators and Stairs		
			*Facilities must be PWD and Senior Citizen Friendly		
			*Air-Conditioned Guest Rooms with Cable TV		
			*Free-Use of Fully Air-Conditioned Session Hall/Conference Room, spacious for activities and can accommodate 40 participants or more for physical distancing in compliance with Covid-19		
			*No Obstructing Pillars in the Conference Room		
			*The Session Hall/Conference Room is free from noise/which is detrimental to the event/meeting		
			*With Registration Area and Free Use of Parking Area		
			*Free use of Telephone Line, Projector with Screen, Sound System with 2 Microphones, Electric Outlets, Extension Cords, Whiteboard and Whiteboard Marker and Eraser, and other Amenities		
			*Free WI-Fi access for both guest and function rooms		
			*Atleast One (1) Hotel Staff/Attendant available at any given time during the session to assist the Secretariat in Logistical concerns and act as marshal to remind the hotel health protocols		
			*Venue must be in a new-normal setup with provision of alcoholand sanitizers and extra face masks for te participants; 2-meter distancing among the participants		
			*Venue must have a large monitor TV Screen for the conference call, and other necessary materials/technology for conference call		
			*FREE Complimentary Room for the Regional Director and the Secretariat (which is excluded to be required no. of rooms for participants)		
			*Preferably with available hotel mini-bus/vehicle		
			*With PROVISION of Welcome Banners/Acknowledgement of Participants Printed in two (2) Tarpaulins		
			NOTE:		
			Hotel/Restaurants/Resort should not be offering short term lodging associated with motel and shoould not be situated beside or across gambling establishment shops, night clubs, funeral parlors, mortuaries and other similar like		
			*****Nothing Follows*****		
			Rating Factors:	Note: Please specify brand/ model/ origin Please fill up the space for Bidder's Specification	
		Passing Rate = 85%			
		Page 2 of 2			
			Approved Budget for the Contract: Php 240,000.00	Failure to indicate information could be basis for non-compliance."	

PURPOSE: BOARD AND LODGING FOR THE CONDUCT OF TRAINING ON NELC AND NEW STANDARDS AND GUIDELINES FOR POTENTIAL DEPUTIZED ACCREDITORS on JUNE 27-JUL 1, 2022

PR No.: 2022-06-0613 NP-LOV

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.

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