



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Field Office MiMaRoPa Region

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

REQUEST FOR QUOTATION

RFQ No. 2022-06-0588 NP LOV
Date: June 6, 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, 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) 8336-8106 to 07 loc. 24051-52 or email to: ccrvictorio@dswd.gov.ph not later than 5:00PM on June 13, 2022 (Monday).

Very truly yours,

HARVY 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 June 28-30, 2022
4. Place of Delivery: Metro Manila
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"

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

Signature Over Printed Name
(Supplier)



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RFQ No. 2022-06-0588 NP LOV
Date: (should be filled by suppliers)

MOP: LOV

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

Table with 6 columns: Item No., Qty., Unit, Purchaser's Specifications, Bidder's Specifications, Unit Cost, Total Cost. Row 1: 1, 31, pax, Board and Lodging for 2 days, 1st Semestral Program Review of Crisis Intervention Program and Services, Venue: Metro Manila, Date: June 28-30, 2022, Meal schedule, etc.

PURPOSE: 1st Semestral Program Review of Crisis Intervention Program and Services
PR No.: 2022-06-0588 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.

CATHERINE CATHY R. VICTORIO
Procurement Officer

Tel: 336-8106 Local 101/Fax No: 8336-8106 Local 24051-52/Email: procurementdswd4bmimaropa@

(Signature over printed name)
Supplier
VAT
Non-VAT



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RFQ No. 2022-06-0588 NP LOV
 Date: _____ (should be filled by suppliers)

MOP: LOV

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
			With audio system and at least 2 microphones			
			Free use of projector and whiteboards			
			With free strong WIFI connections			
			Free use of parking space			
			Facilities must be PWD and Senior Citizen Friendly			
			Must be structurally sound, have fire escapes and firefighting equipment and CCTV			
			Food to be served should have vegetables and fruits and can adjust for Muslim and non pork eaters			
			Free complimentary room for the Secretariat			
			Free use of facilities and amenities (if applicable)			
			Rating Factor			
			I. Availability - 5%			
			II. Location and Site Condition			
			a. Accessibility - 5%			
			b. Parking space - 5%			
			c. Security - 5%			
			III. Neighborhood Data			
			a. Sanitation and Health Condition - 10%			
			b. Near Hospita, Police and Fire Station/ Establishment - 5%			
			IV. Functionality and Venue			
			a. Structural Conditione - 10%			
			b. Spacious and Airconditioned Function room and Bedrooms - 10%			
			c. Lighting and Ventilation - 5%			
			d. Catering Service (with Halal Menu) - 10%			
			e. Clear Sound System - 5%			
			f. Adequate and Safe Facilities such Elevator, Fire exits, Escapes, and Equipments - 10%			
			g. Maintenance and Attractiveness - 10%			
			h. Amenities and Facilities - 5%			
			Passing Rate: 85%			
			page 2 of 2			
			nothing follows			
			Approved Budget Cost: Php 124,000.00			
				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."		

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PR No.: 2022-06-0588 NP LOV

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 Procurement Officer

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(Signature over printed name)
 Supplier

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