

REQUEST FOR QUOTATION

RFQ No. 2022-07-0740 NP LOV

Date: July 19, 2022

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

Sir/Madam:

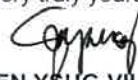
Please quote your government price/s including delivery charges, VAT or **other applicable taxes**, and other incidental expenses for the goods listed in **Annex A**. Failure to indicate information could be basis for non-compliance. Also, furnish us with descriptive brochures, catalogues, literatures 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 July 26, 2022 (Tuesday)**.

Very truly yours,


PACITA NOREN YSUG-VILLAZORDA


Administrative Officer IV
Procurement Section

Tel. No: 5336-8106 loc 24051-52

JUL 19 2022

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 October 17-22, 2022
- Place of Delivery: Tagaytay City
- 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 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.
- 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"**


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

Signature Over Printed Name
(Supplier)



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

RFQ No. 2022-07-0740 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
1	21	pax	Board and Lodging for 5 days			
		18 guaranteed pax	Training Service Providers on Counseling Service for Rehabilitation of Perpetrators on Domestic Violence.			
			Venue: Tagaytay City			
			Date: October 17-22, 2022			
			Check in: October 17, 2022 / 2:00 PM			
			Check out: October 22, 2022 / 12:00 NN			
			Room sharing: TRIPLE SHARING			
			Meal schedule			
			October 17: PM snack, Dinner			
			October 18-21- Breakfast, AM snack, Lunch, PM snack, and Dinner			
			October 22- Breakfast, AM snack, Lunch			
			Type & Time of serving: Buffet Meals & Plated Snacks			
			Breakfast - 6:00 AM AM snack - 9:00 AM			
			Lunch - 12:00 NN PM snack - 3:00 PM			
			Dinner - 6:00 PM			
			Service provider to provide menu meals			
			Serve fresh juice and nor powdered juice			
			Serve high fiber veggies, less salty & less sweets, fish, less pork & beef, chicken healthy foods and fruits for dessert			
			INCLUSIONS:			
			Free use of Airconditioned Conference room (can accommodate at least 25 pax and free from noise which is detrimental to the event)			
			Schedule of use of function room-			
			October 17, 2022 - 3:00 PM - 8:00 PM			
			October 18-21, 2022 - 6:00 AM - 8:00 PM			
			October 22, 2022 - 6:00 AM - 12:00 NN			
			Free access to internet to internet with atleast 20 Mbps speed			
			Board and room accommodations with buffet breakfast			
			Conference room with free LCD and without wall in the middle			
			Projector with white screen, sound system, meeting pads and pencils, at least provide 3-4 wireless microphones, white board with markers provisions of extension cords			
			Flowing coffee (mix of brewed x and 3 and 1) no-mint candies			
			Complimentary room for secretarial			
			Complimentary tarpaulin (welcome banner 4x5)			
			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 210,000.00			

PURPOSE: Training Service Providers on Counseling Service for Rehabilitation of Perpetrators on Domestic Violence.

PR No.: 2022-07-0740 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: procurementdswd4l

(Signature over printed name)
Supplier

VAT
 Non-VAT