



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

REQUEST FOR QUOTATION

RFQ No. 2022-04-0066 NP SVP
 Date: August 16, 2022

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

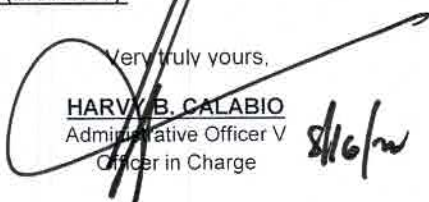
Sir/Madam:

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: jcgaga-a@dswd.gov.ph** not later than **5:00 PM on August 22, 2022 (MONDAY)**.

Very truly yours,

HARVEY B. CALABIO
 Administrative Officer V
 Officer in Charge

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: 13-14 October 2022, 27 September 2022, 17 November 2022, 28 November 2022
4. Place of Delivery: Conference Hall, Municipal Building, Mamburao Occidental Mindoro
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 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.
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"


JERICHO C. GAGA-A
 Procurement Officer
 Telefax: 5336-8106 to 07 loc. 24052
 Contact Number: **09494946942**

 Signature Over Printed Name
 (Supplier)



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

RFQ No. 2022-04-0066

Date:

MOP: NP SVP

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

Item No.	Qty.	Unit	Item Description	Bidder's Specifications	Unit Cost	Total Cost
1	129	pax	<p>Activity: Community Volunteers Training: Providing for the modernization, standardization, and regulation of the procurement activities under RA 9184</p> <p>Date: 13-14 October 2022 (2 days) Venue: Conference Hall, Municipal Building, Mamburao Meals: AM Snacks, Lunch & PM Snack Guaranteed Pax: 248 Plated: AM and PM Snacks (w/ cold beverage) Buffet: Lunch(Minimum of 3 viands w/ soup, dessert/fruits and cold drinks,no repetition of meals</p>			
2	76	pax	<p>Activity: Municipal Inter-Agency Committee Technical Review (MIAC Tech)</p> <p>Date: 27 September 2022 Venue: Conference Hall, Municipal Building, Mamburao Meals: AM Snacks, Lunch & PM Snack Guaranteed Pax: 96 Plated: AM and PM Snacks (w/ cold beverage) Buffet: Lunch(Minimum of 3 viands w/ soup, dessert/fruits and cold drinks,no repetition of meals</p>			
3	69	pax	<p>Activity: Operation and Maintenance Training</p> <p>Date: 17 November 2022 Venue: Conference Hall, Municipal Building, Mamburao Meals: AM Snacks, Lunch & PM Snack Guaranteed Pax: 59 Plated: AM and PM Snacks (w/ cold beverage) Buffet: Lunch(Minimum of 3 viands w/ soup, dessert/fruits and cold drinks,no repetition of meals</p>			
4	84	pax	<p>Activity: Sustainable Planning Workshop</p> <p>Date: 28 November 2022 Venue: Conference Hall, Municipal Building, Mamburao Meals: AM Snacks, Lunch & PM Snack Guaranteed Pax: 79 Plated: AM and PM Snacks (w/ cold beverage) Buffet: Lunch(Minimum of 3 viands w/ soup, dessert/fruits and cold drinks,no repetition of meals</p> <p style="text-align: center;">****Nothing Follows****</p> <p>Approved Budget for Contrac: Php 194,800.00 (One Hundred Ninety Four Thousand and Eight Hundred Pesos only)</p> <p style="text-align: center;">PLEASE SUBMIT YOUR LEGAL DOCUMENTS SUCH AS BIR 2303, BUSINESS PERMIT AND PHILGEPS REGISTRATION TOGETHER WITH YOUR QUOTATION, AND KINDLY PROVIDE THE MENU IN SEPARATE SHEETS. THANK YOU.</p>			
				<p>"Failure to indicate information could be basis for non-compliance." Please indicate the brand being offered</p>		

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 Mamburao, Occidental Mindoro

PR No.: 2022-04-0066

JERICO C. GAGA-A
 Procurement Officer
 Telefax: 5336-8106 to 07 loc. 24052
 Contact Number: 09494946942

 (Signature over printed name)
 Supplier

VAT
 Non-VAT

IMPORTANT: The winning bidder MUST SIGN the original copy of Purchase Order (P.O.) at DSWD FO MIMAROPA Region, Procurement Section within three (3) days from the date advance copy was served thru email. 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.



REQUEST FOR QUOTATION RECEIVING FORM

I Hereby certify that I _____, of

_____ has received the Request for

Quotation RFQ No. 2022-04-0066 from DSWD MIMAROPA Region intended for the

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 Mamburao, Occidental Mindoro

Certified by:

(Signature Over Printed Name of Supplier)

Contact: _____

Email Address: _____

RFQ Delivered by:

(Signature Over Printed Name of Canvasser)

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.