



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

REQUEST FOR QUOTATION

RFQ No.: 2022-10-1096-NP-SVP

Date: October 12, 2022

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

Sir/Madam:

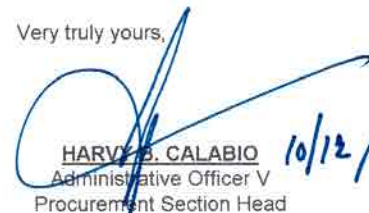
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be basis for non-compliance. Also, furnish us with descriptive brochures, catalogues, literatures and/or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

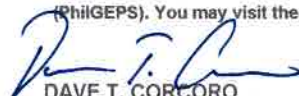
Please accomplish and submit this form together with Annex A to DSWD MIMAROPA Region - BAC Secretariat at 2nd Floor 1680 F.T. Benitez corner Malvar Sts., Malate, Manila or email to: procurement.fomimaropa@dswd.gov.ph/dtcorcoro@dswd.gov.ph not later than **5:00 PM on October 19, 2022 (Wednesday)**. Quotations submitted to different email address(es) as stated above shall not be considered for evaluation. Please indicate in the subject of your email the title of the Project using this format: **[RFQ Number], [Deadline of Submission]**.

Very truly yours,


HARVEY B. CALABIO 10/12/2022
Administrative Officer V
Procurement Section Head

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: Seven (7) calendar days upon approval of final proofing
- Place of Delivery: As Indicated on the Annex A
- 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"


DAVE T. CORCORO
Procurement Officer

Telefax: 5336-8106 to 07 loc. 24052

Signature Over Printed Name
(Supplier)



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Date: _____ (should be filled up by supplier)

MOP: NP- CP

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

Item No.	Qty.	Unit	Bidder's Specifications	Unit Cost	Total Cost
1	14,000	piece	PURCHASE OF FAMILY FOOD PACK BOXES FOR REGIONAL AND SWADT WAREHOUSES		
			Specifications:		
			> RSC Size: 160mm (H) x 395mm (L) x 295mm (W) (+/5%)		
			> Thickness: 7mm (+/- 10% variance)		
			> Print Color: Red, Yellow and Blue		
			> DSWD Logo: Based on DSWD Branding Guidelines		
			Note:		
			> See attached illustration		
			> Inclusive of Hauling Fee		
			Proofing:		
			> 1st Draft - 2 working days upon receipt of approved PO		
			> 2nd Draft - 2 working days upon receipt of 1st draft		
			>>>> NOTHING FOLLOWS <<<<<		
			Date of Delivery: Seven (7) calendar days upon receipt of final proofing		
			Areas of Delivery:		
			1. OFFICE OF CIVIL DEFENSE WAREHOUSE (3,000 pieces)		
			Address: Brgy. Tinga Labac, Ibaan Road, Batangas City		
			Contact Person: MS. IRISH C. VILLARIN		
			Contact Number: 0918-572-1765		
			2. SWADT ORIENTAL MINDORO WAREHOUSE (3,000 pieces)		
			Address: Caimito St., Brgy. Lalud, Calapan City, Oriental Mindoro		
			Contact Person: MR. DILOSANTO P. MANALO		
			Contact Number: 0948-062-4100		
			3. SWADT OCCIDENTAL MINDORO WAREHOUSE (2,000 pieces)		
			Address: Brgy. Labangan, San Jose, Occidental Mindoro		
			Contact Person: MR. RAFAEL JOSEPH DJ. GAAN		
			Contact Number: 0948-434-3811		
			4. SWADT MARINDUQUE WAREHOUSE (3,000 pieces)		
			Address: Brgy. Amoingon, Boac, Marinduque		
			Contact Person: MS. MA. LUISA LANARIO		
			Contact Number: 0998-390-5119		
			5. SWADT ROMBLON WAREHOUSE (1,000 pieces)		
			Address: Brgy. Poctoy, Odiongan, Romblon		
			Contact Person: MR. MELZANDRO A. MARIANO		
			Contact Number: 0950-357-6365		
			6. SWADT PALAWAN WAREHOUSE (2,000 pieces)		
			Address: Km. 5 North National Highway, Brgy. San Jose, Puerto Princesa City, palawan		
			Contact Person: MR. FRANKLIN JOSEPH C. ABREGOSO		
			Contact Number: 0930-421-5185		
			TOTAL APPROVED BUDGET FOR THE CONTRACT: Nine Hundred Eighty Thousand Pesos Only (Php 980,000.00)		
			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."		
			PAGE 1 OF 1		

PURPOSE: Purchase and Delivery of Family Food Packs (FFP's) Boxes for Regional and SWADT Warehouses.

PR No.: 2022-10-1096-NP-SVP

VAT
 Non-VAT

 (Signature over printed name)
 Supplier

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.

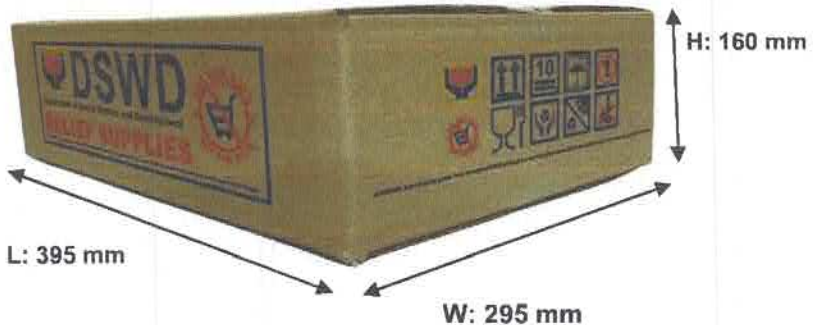
i. Regular Slotted Carton

(which serves as the FFP packaging)

Regular Slotted Carton	
Type	Regular Slotted Carton (RSC)
Quantity/FFP	1 piece
Dimension	395 mm L x 295 mm W x 160 mm H (+/- 5% variance)
Thickness	7 mm (+/- 10% variance)
Flute	B and C
Walling	Double
Scoring	Double
Flap	5 mm (+/-10% variance)
Wax	Waxed inside and unwaxed outside
Markings	Must include DSWD markings


Illustrations:

A. RSC DIMENSION



B. PRINTS AND MARKINGS

B1. Front and Side Views



Note: Please refer to numbering in the RSC pictures as reference for the print and print details

FRONT AND SIDE VIEWS DETAILS

No	PRINT/SYMBOLS	PRINT/SYMBOLS DETAILS
1	HANDLE WITH CARE	Size: 22 cm L x 1.5 cm H (+/-5% Variance) Color: Blue
2	RELIEF SUPPLIES (at Flaps)	Size: 16 cm L x 1.3 cm H (+/-5% Variance) Color: Red
3	NOT FOR SALE (at Flaps)	Size: 15 cm L x 1.5 cm H (+/-5% Variance) Color: Red
4	DSWD LOGO	Size: 20.5 L x 5.5 cm H (+/-5% Variance) Color: Red, Yellow and Blue
5	NOT FOR SALE SYMBOL	Size/Print Area: 5 cm L x 6 cm H Color: as shown
6	RELIEF SUPPLIES (at front view)	Size: 20.7 cm L x 2.5 cm H (+/-5% Variance) Color: Red
7	WARNING: Repacking of goods from its original DSWD package is a criminal offense under DRRM Act of 2010, and shall be meted with appropriate charges (at the front and side views) WARNING: Selling, buying, repacking and replacing the DSWD relief goods and its contents is a criminal offense under DRRM Act of 2010	Size/Print Area: 27 cm L x 0.5 cm H (+/-5% Variance), Single Line, Color: Blue
8	WARNING: Repacking of goods from its original DSWD package is a criminal offense under DRRM Act of 2010, and shall be meted with	Size/Print Area: 14 cm L x 6 cm H (+/-5% Variance), Single Spacing, Centered Color: Blue

	appropriate charges (at the flap) WARNING: Selling, buying, repacking and replacing the DSWD relief goods and its contents is a criminal offense under DRRM Act of 2010	
9	DSWD LOGO , (at the flap and sides)	Size: 3 cm x 3 cm, color as shown.
10	NOT FOR SALE SYMBOL (at the flap and sides)	Size: 3 cm x 3 cm, color as shown.
11	(Symbols on Proper Handling of Product)	See Illustration B3 for symbols (International Symbols on Proper Handling of Product) located at front and sides, as shown.

B2. Back and Other Side Views







Note: Please refer to numbering in the RSC pictures as reference for the print and print details

BACK AND SIDE VIEW DETAILS		
	PRINT/SYMBOLS	PRINT/SYMBOL DETAILS
1	DSWD LOGO	Size: 20.5 L x 5.5 cm H (+/-5% Variance) Color: Red, Yellow and Blue
2	NOT FOR SALE SYMBOL	Size/Print Area: 5 cm L x 6 cm H Color: as shown
3	RELIEF SUPPLIES	Size: 20.7 cm L x 2.5 cm H (+/-5% Variance) Color: Red

	<p>4 WARNING: Repacking of goods from its original DSWD package is a criminal offense under DRRM Act of 2010, and shall be meted with appropriate charges.</p> <p>Size/Print Area: 27 cm L x 0.5 cm H (+/-5% Variance), Single Line, Color: Blue</p>	<p>Size/Print Area: 27 cm L x 0.5 cm H (+/-5% Variance), Single Line</p>
	<p>5 EXPIRATION DATE and BATCH NUMBER (at the flap)</p>	<p>Print Area/Size: 13 cm L x 3 cm H (+/-5% Variance)</p>
	<p>6 (Symbols on Proper Handling of Product)</p>	<p>See Illustration B3 for symbols (International Symbols on Proper Handling of Product) located at front and sides, as shown.</p>
	<p>7 DSWD LOGO (at the flap and sides)</p>	<p>Size: 3 cm x 3 cm Color as shown.</p>
	<p>8 NOT FOR SALE SYMBOL (at the flap and sides)</p>	<p>Size: 3 cm x 3 cm Color as shown.</p>

ILLUSTRATION B3 - INTERNATIONAL SYMBOLS ON PROPER HANDLING OF PRODUCT (located at flaps and sides, as shown)

**International Symbols on Proper Handling of Products					
	Keep dry	3 cm x 3 cm		Protect from heat	3 cm x 3 cm
	Maximum stacking height	3 cm x 3 cm		Handle with care	3 cm x 3 cm
	This side up	3 cm x 3 cm		Food item	3 cm x 3 cm
	Recyclable	3 cm x 3 cm		Stacking pattern	5 cm x 5 cm
	Do not step	3 cm x 3 cm		Do not sit	3 cm x 3 cm
HANDLE WITH CARE		2 cm x 2cm per letter	CASES / PALLET CASES / LAYER STACKING HEIGHT PALLET SIZE		1 cm x 0.8 cm per letter