



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



REQUEST FOR QUOTATION

RFQ No. 2023-06-0769 NP-SVP

Date: June 2, 2023

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 (if applicable), PhilGEPS Certificate, latest Income/Business Tax Return and a notarized or unnotarized Omnibus Sworn Statement in accordance with the attached format marked as Annex B**. If awarded, please submit immediately the duly notarized Omnibus Sworn Statement (if previously submitted is unnotarized). 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** not later than **5:00 PM on June 6, 2023 (Tuesday)**. Quotations submitted to the 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**  
Administrative Officer V  
Procurement Section Head

02 JUN 2023

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: **7 Calendar Days upon receipt of Purchase Order**
- Place of Delivery: **Coron, Palawan**
- 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](http://www.philgeps.gov.ph) to register"

Telefax: 5328-5111 Local 24052  
Contact Number: 09984746898

Signature Over Printed Name  
( Supplier)



**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**  
**Field Office MIMaRoPa Region**  
 1580 F.T. Benitez corner Malvar Sts., Malate, Manila

RFQ No. 2023-06-0759

Date: \_\_\_\_\_  
(should be filled up by suppliers)

MOP: NP- SVP

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

Item No.	Qty.	Unit	PARTICULARS	Supplier's Specifications (Please fill out the specifications in the space provided) NOTE: Supplier must state here either the statement of compliance either "COMPLY" or "NOT COMPLY". "Failure to indicate information could be basis for non-compliance."	Unit Cost	Total Cost
			<b>SUPPLY AND DELIVERY OF STOCKPILE FOR MUNICIPALITY OF CORON, PALAWAN</b>	Please state the brand being offered		
1	sachet	5,000	<b>Powdered Cereal Drink (26-32 gms)</b>			
			Type : Cereal Drink Mix, Chocolate or Vanilla			
			Unit of Measurement : Sachet			
			Weight and Size : At least 26- 32 grams			
			Certification : Halal Certified			
			Label: With Nutritional information on the label based on nutritional daily allowance intake based on DOH AO No. 2014-0030 otherwise known as the "Rules and Regulations Governing the Labeling of Pre-packaged Food Products Distributed in the Philippines			
			Expiration :Must have a shelf life of not less than nine (9) months from the date of delivery			
			The brand must be existing in the Philippine Market for at least three (3) years.			
			Subject to replacement of actual count whenever there are findings due to product spoilage /deterioration pack per evaluation for 3 months			
2	sachet	5,000	<b>3-in-1 Instant Coffee Mix ( 26-32 gms ),</b>			
			Type : Instant Coffee Mix , 3 in 1 mix (Coffee , Sugar and Creamer)			
			Weight and Size : At least 26- 32 grams			
			Unit of Measurement : Sachet (Single/Twin Pack) A twin pack is acceptable. One twin pack is equivalent to two sachets as long as total weight is attained			
			Certification : Halal Certified			
			Label: With Nutritional information on the label based on nutritional daily allowance intake based on DOH AO No. 2014-0030 otherwise known as the "Rules and Regulations Governing the Labeling of Pre-packaged Food Products Distributed in the Philippines			
			Expiration : Not less than one (1) year from the date of delivery			
			The brand must be existing in the Philippine Market for at least five (5) years.			
			Subject to replacement of actual count whenever there are findings due to product spoilage /deterioration pack per evaluation for 3 months			
			PAGE 1 OF 3	"Failure to indicate information could be basis for non-compliance." Please indicate the brand being offered		

PURPOSE: Supply and Delivery of Stockpile in Coron, Palawan

PR No.: 2022-06-0759

 \_\_\_\_\_  
 (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.





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Annex A

RFQ No. 2023-06-0759

Date: \_\_\_\_\_ (should be filled up by supplier)

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_

Contact Person \_\_\_\_\_

Contact No. \_\_\_\_\_

Email Address \_\_\_\_\_

Company TIN \_\_\_\_\_

PhilGEPS Reg. No. \_\_\_\_\_

MOP: NP- SVP

Item No.	Qty.	Unit	PARTICULARS	Bidder's Specifications (Please fill out the specifications in the space provided) NOTE: Supplier must state here either the statement of compliance either "COMPLY" or "NOT COMPLY". "Failure to indicate information could be basis for non-compliance."	Unit Cost	Total Cost
			<b>SUPPLY AND DELIVERY OF STOCKPILE FOR MUNICIPALITY OF CORON, PALAWAN</b>	Please state the brand being offered		
3	tins	4,000	<b>Canned Tuna Flakes</b>			
			Canned Tuna Flakes , in Oil , Not Spicy, Non-easy open Can ( Easy Open Can if non -easy open Can is limited or not available in the market)			
			Unit of Measurement : Tin			
			Weight and Size : At least 155 grams			
			Certification : Halal Certified			
			Label: With Nutritional information on the label based on nutritional daily allowance intake based on DOH AO No. 2014-0030 otherwise known as the "Rules and Regulations Governing the Labeling of Pre-packaged Food Products Distributed in the Philippines			
			Expiration :Must have a shelf life of not less than two (2) years from the date of delivery			
			Can Thickness: Top End : 0.14 mm Bottom : 0.14 mm Body : 0.14 mm			
			The brand must be existing in the Philippine Market for at least five (5) years.			
			Subject to replacement of actual count whenever there are findings due to product spoilage /deterioration pack per evaluation for 3 months			
			Tuna flakes should be made of tuna chunks that are broken down mechanically, not crushed , not watery			
4	tins	4,000	<b>Canned Corned Beef</b>			
			Type : Canned Corned Beef, Plain (Not Guisado /Not Chunky/Not Karne Norte)Non -Easy open Can			
			Unit of Measurement : Tin Can			
			Weight and Size : At least 150 grams			
			Certification : Halal Certified			
			Label: With Nutritional information on the label based on nutritional daily allowance intake based on DOH AO No. 2014-0030 otherwise known as the "Rules and Regulations Governing the Labeling of Pre-packaged Food Products Distributed in the Philippines			
			Expiration : Not less than two (2) years from the date of delivery			
			Can Thickness: Top End : 0.14 mm Bottom : 0.14 mm Body : 0.14 mm			
			The brand must be existing in the Philippine Market for at least five (5) years.			
			Subject to replacement of actual count whenever there are findings due to product spoilage /deterioration pack per evaluation for 3 months			
			<b>PAGE 2 OF 3</b>	"Failure to indicate information could be basis for non-compliance." Please indicate the brand being offered		

PURPOSE: Supply and Delivery of Stockpile in Coron, Palawan

PR No.: 2022-06-0759

\_\_\_\_\_  
(Signature over printed name)  
Supplier

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