

## DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Field Office MiMaRoPa Region 1680 F.T. Benitez corner Malvar Sts., Malate, Manila

## REQUEST FOR QUOTATION

	RFQ No. 2023-10-1282 NP-LOV
	Date: November 20, 2023
Company Name	
Company Address	
Contact Person	
Contact No.	<u> </u>
Email Address	
Company TIN	9
PhilGEPS Reg. No.	<del></del>
TimoLi o rieg. No.	* <del></del>
Sir/Madam:	
expenses for the goo furnish us with descri	overnment price/s including delivery charges, VAT or other applicable taxes, and other incidental ads listed in Annex A. Failure to indicate information could be basis for non -compliance. Also, intive brochures, catalogues, literatures and/or samples, if applicable.  Inanufacturer, distributor, or agent in the Philippines for goods listed in Annex A. please attach in your
	arized certification to this effect.
PhilGEPS Certificat in accordance with Omnibus Sworn Stat	attach copies of your Company's Business Permit, Mayor's Permit, PCAB License (if applicable), te, latest Income/Business Tax Return and a notarized or unnotarized Omnibus Sworn Statement the attached format marked as Annex B. If awarded, please submit immediately the duly notarized tement (if previously submitted is unnotarized. The Certificate of Platinum Membership maybe the Mayor's /Business Permit and PHILGEPS Registration Number.
1680 F.T. Benitez co November 24, 2023 evaluation. Please in Submission].	and submit this form together with Annex A to DSWD MIMAROPA Region -BAC Secretariat at 2nd Floor or an
	e made on per:item basisX total quoted pricelot basis shall be valid until: One Hundred Twenty (120) Calendar days
	be delivered on: December 13-15, 2023 ery: HOTEL WITHIN MARINDUQUE
<ol><li>Place of Delivers</li><li>Terms of Payr</li></ol>	nent: within 30 days upon final inspection and acceptance
Payment throu	igh LDDAP-ADA (List of Due and Demandable Accounts Payable- Advice to Debit Account)
Account Nam Bank Name:	
**Note: Non L	and Bank of the Philippines accounts shall be charged a service fee
<ol><li>Liquidated Da the amount o</li></ol>	mages/Penalty: In case of failure to make full delivery within the time specified above, if the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of
the unperform	med portion for every day of delay shall be imposed. Once the cumulative amount of liquidated
damages rea	ches ten percent (10%) of the amount of contract, the Procuring Entity may rescind or terminate without prejudice to other courses of action and remedies available under the circumstances.
<ol><li>For goods ple</li></ol>	ase indicate brand, model and country of origin.
<ol><li>In case of disc</li><li>Please indicat</li></ol>	crepancy between unit cost and total cost, unit cost shall prevail.
10. NOTE: "Pro	e warranty.  ospective supplier must be registered at the Philippine Government Electronic Procurement Syste ilGEPS). You may visit the PhilGEPS website at www. philgeps.gov.ph to register "
ENANA/S	TOYC NOLASCO

EMMA JÚY/C. NOLASCO Telefax: 5336-8 06 18 07 loc. 24052 Contact Number: 09994602492

Signature Over Printed Name (Supplier)

Procurement Form No. 04-A (Annex A)



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tote: Prospective supplier must be registered at the Philippine Governmen electronic Procurement System (PHILGEPS). You may visit the PHILGEPS website at www.philgeps.gov.ph to register RFQ 2023-10-1282 NP-LOV I should be filled up by suppper) Company Name MOP NP4 OV Company Address Contact Person Contact No. Email Address Company TIN PhilGEPS Reg. No. 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".
"Faiture to indicate information could be basis for non-compliance." Unit Cost Total Cost PARTICULARS Qty. Unit No 51 Board and Lodging (3 days and 2 nights) pax YEAR-END LEARNING AND WELLNESS SESSION ON STRENGTHENING TEAMWORK AND STAKEHOLDERS 43 guaranteed pax MANAGEMENT FOR PANTAWID PAMILYA REGIONAL AND PROVINCIAL STAFF Preferred Venue: Hotel within Marinduque Date of Activity: December 13-15, 2023 Check In Date and Time: December 13, 2023, 12nn Wednesday Check Out Date and Time: December 15, 2023 12nn Friday Room Sharing: Airconditioned Room, Twin/Triple Sharing with Individual bed per pax and complete toiletries MEAL SCHEDULE: December 13, 2023. Lunch, PM Snack and Dinner December 14, 2023 Breakfast, AM Snack, Lunch, PM Snack and December 15, 2023 Breakfast and AM Snack TYPE OF FOOD SERVING: Managed Buffet Breakfast, Lunch and Dinner Plated Snacks Menu Selection: Hotel to submit Menu (minimum of rice, 2 viands, 1 vegetable, side dish, soup, dessert, drinks) upon submission of No repeating meal per menu \*\*\*\*\*NOTHING FOLLOWS\*\*\*\*\* page 1 of 2 Note: Please specify brand model/origin . YEAR-END LEARNING AND WELLNESS SESSION ON STRENGTHENING TEAMWORK AND STAKEHOLDERS MANAGEMENT FOR PURPOSE PANTAWID PAMILYA REGIONAL AND PROVINCIAL STAFF

2023-10-1282 NP-LOV PR No.:

> (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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Date:	should be filled up by supposer
Date.	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
MOP: NP-LOV	

Company Name	3
Company Address	
Contact Person	
Contact No.	
Email Address	1
Company TIN	
PhilGEPS Reg. No.	

o.	Qty.	Unit	PARTICULARS	{Please fill out the specifications in the space provided}	Unit Cost	Total Cost
			INCLUSION:			
			Free Use of Airconditioned Conference Room (can accommodate the total number of pax and free from noise which is detrimental to the event)			
			Free provision of two (2) tarpaulins with the approved layout of the activity (deisgn will be provided by the proponent) - 2 tarpaulin (2ft x 4ft)			
			Free flowing coffee, drinking water and candies			ì
			No obstructing pillars in the conference room			
			Availability of electric outlets and free use of extension cords			
			With audio system and at least four (4) wireless microphones			
			Free use of atleast two (2) projectors and two (2) 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 equipments and CCTV			
			Food to be served should have vegetables and fruits and can adjust for Muslim and non pork eaters			
			Free one (1) Complimentary Room for the Secretariat			
			Free use of facilities and amenities (if applicable)			
			With available space for the conduct of team building activity			
			If the total number of the participants exceeds the guaranteed participants, the Agency will be billed for the actual number but not more than the maximum numbe rof participants			
			NOTE: Hotel/Restaurants/Resorts should not be offering short term lodging associated with motel and should not be situated beside or across gambling establishment shops, night clubs, funeral parlors, mortuaries and other similar like			
			*****NOTHING FOLLOWS*****			
		/	TOTAL APPROVED BUDGET FOR THE CONTRACT: Two Hundred Sixty Five Thousand Two Hundred Pesos Only (Php 265,200.00)			
		1				
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	-					
	1					
				Note: Please specify brand model/origin .		

PURPOSE:	YEAR-END LEARNING AND WELLNESS SESSION ON STRENGTHENING TEAMWORK AND STAKEHOLDERS MANAGEMENT FOR
	PANTAWID PAMILYA REGIONAL AND PROVINCIAL STAFF

PR No.: 2023-10-1282 NP-LOV

	VAT
	Non-VAT
(Signature over Printed name)	

Supplier