

Contact Number: 09994602492

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

REQUEST FOR QUOTATION

		RFQ No. 2024-08-0765 NP-LOV
		Date: August 8, 2024
0		
Company Name	<u> </u>	
Company Address	4	 -
Contact Person	2	
Contact No.		
Email Address	*	
Company TIN	3	
PhilGEPS Reg. No.	4	
	<u> </u>	
Sir/Madam:		
expenses for the goo		narges, VAT or other applicable taxes, and other incidental cate information could be basis for non -compliance. Also, furnish or samples, if applicable.
	nanufacturer, distributor, or agent in the	ne Philippines for goods listed in Annex A, please attach in your
PhilGEPS Certificat accordance with the Omnibus Sworn Stat	e, latest Income/Business Tax Retu e attached format marked as Annex	iness Permit, Mayor's Permit, PCAB License (if applicable), irrn and a notarized or unnotarized Omnibus Sworn Statement in B. If awarded, please submit immediately the duly notarized otarized. The Certificate of Platinum Membership maybe submitted gistration Number.
1680 F.T. Benitez co August 15, 2024 (Th	rner Malvar Sts., Malate, Manila <u>or er</u> nursday). Quotations submitted to diff	ex A to DSWD MIMAROPA Region -BAC Secretariat at 2nd Floor nail to: ejcnolasco@dswd.gov.ph not later than 5:00 PM on ferent email address(es) as stated above shall not be considered for title of the Project using this format: [RFQ Number], [Deadline of
Submission.		Variation
		Very truly yours,
		HARVY B. GALABIO Administrative Officer V Procurement Section Head
Terms and Condition		/
 Award shall be Price Validity s 	made on per:item basis hall be valid until: One Hundred Two	X total quoted price lot basis enty (120) Calendar days
3. Services shall	be delivered on: SEPTEMBER 18-1	
4. Place of Delive	The Street Control of the Control of	
	nent: within 30 days upon final ins	emandable Accounts Payable- Advice to Debit Account)
Account Nam	선택하는 보고 그리고 있다면 하는 이번 그리고 되었다면 보다 하는 사람들이 하는데 모든 아니는 생각이 되었다면 하는데 살아 나를 하는데 되었다.	Account Number :
Bank Name:_		Branch:
	and Bank of the Philippines account	nts shall be charged a service fee re to make full delivery within the time specified above,
Liquidated Date the amount or		t least equal to one-tenth of one percent (0.001) of the cost of
the unperform	ned portion for every day of delay s	hall be imposed. Once the cumulative amount of liquidated
damages read	ches ten percent (10%) of the amou	nt of contract, the Procuring Entity may rescind or terminate
		of action and remedies available under the circumstances.
	ase indicate brand, model and country repancy between unit cost and total c	
9. Please indicat	e warranty:	
10. NOTE: "Pro	ospective supplier must be register	ed at the Philippine Government Electronic Procurement System S website at www. philgeps.gov.ph to register "
	(77	
NAME OF THE PARTY	06 to 07 loc. 24052	Signature Over Printed Name
161618X, 3330-81	JO 10 UT 100, Z4UJZ	Signature Over Fillited Name

(Supplier)

Procurement Form No. 04-A (Annex A)



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Note: Prospective supplier must be registered at the Phillippine Government Electronic Procurement System (PHILGEPS). You may visit the PHILGEPS website at www.philgeps.gov.ph to register

RFO	2024-08-0765	

Date:	(should be filled up by suppply
MOP: NP-LOV	

Company Name :

Company Address :

Contact Person :

Contact No. :

Email Address :

Company TIN :

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". "Fallure to indicate information could be basis for non-compliance."	Unit Cost	Total Cost
1	22	pax	Board and Lodging (2 days and 1 night)			
18 g	uarantee	d pax	CONSULTATION WORKSHOP WITH SANGGUNIANG KABATAAN (SK) FEDERATION PRESIDENT			
			Preferred Venue: Hotel within Odiongan, Romblon			
		/	Date of Activity: September 18-19, 2024			
			Check In Date and Time: September 18, 2024, 12nn Wednesday			
			Check Out Date and Time: September 19, 2024 12nn Thursday			
			Number of Pax: 22 maximum			
			Guaranteed number of pax: 18 guaranteed "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 number of participants"			
			Room Sharing: Airconditioned Room, Twin/Triple Sharing with Individual bed per pax and complete toiletries			
			Early check in at 7:00am for participants if needed			
			MEAL SCHEDULE:			
			September 18, 2024: Lunch, PM Snack and Dinner			
			September 19, 2024: Breakfast and Lunch			
			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, soup, dessert, drinks upon submission of RFQ)			
			No repeating meal per menu			
			*****NOTHING FOLLOWS*****			
			page 1 of 2			
		-				
	-			Note: Please specify brand model/origin .		
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PURPOSE:	CONSULTATION WORKSHOP WITH SANGGUNIANG KABATAAN (SK) FEDERATION PRESIDENT						
PR No.:	2024-08-0765						

(Signature	over	Printed	name
	Supr	lier	

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. F AlLURE 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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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

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Contact Person	
Contact No.	
Email Address	
Company TIN	7
PhilGEPS Reg. No.	1

RFQ 2024-08-0765	
Date:	should be filled up by suppplier
MOP: NP-LOV	

em 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", "Failure to indicate information could be basis for non-compliance."	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 flowing coffee, drinking water and candies in the function room			
			No obstructing pillars in the conference room			
			Availability of electric outlets and free use of extension cords			
	Qty. Unit	With audio system and at least four (4) microphones				
			Free use of atleast two (2) projectors and two (2) whiteboards (TV as projector is strictly not allowed)			
			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 before the day of the start of the activity			
			Free use of facilities and amenities (if applicable)			
			Free pick-up and drop off of participants on the 1st day and last day of the activity (port/airport to hotel and vice versa)			
			Complimentary Welcome Tarpaulin for the participants, 1pc - 5x6 feet tarpaulin. The design of the tarpaulin will be provided by the Secretariat of the activity.			
			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*****			
		ı	TOTAL APPROVED BUDGET FOR THE CONTRACT: Fifty Seven Thousand Two Hundred Pesos Only (Php57,200.00)			
			page 2 of 2			
						-
		-		W. W. St. L. J.		
				Note: Please specify brand model/origin .		

PURPOSE:	CONSULTATION WORKSHOP WITH SANGGUNIANG KABATAAI	A (SK) PEDERATION PRESIDENT		
PR No.:	2024-08-0765			VAT
			H	Non-VAT
		(Signature over Printed name)		
		Supplier		

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINE	ES)		
CITY/MUNICIPALITY OF) S.S.		

AFFIDAVIT

- I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:
- 1. [Select one, delete the other:]

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. [Select one, delete the other:]

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable;)];

- 3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;
- Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
- 5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
- 6. [Select one, delete the rest:]

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

- 7. [Name of Bidder] complies with existing labor laws and standards; and
- 8. [Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
- 9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
- 10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN	WITNESS	WHEREOF,	I have	hereunto	set	my	hand	this	 day	of	,	20	at
		, Philippines.											

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant



REQUEST FOR QUOTATION (RFQ) RECEIVING FORM

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has received the Request for
_) from DSWD MIMAROPA Region intended
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ser)
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Note: This form shall be used and issued in cases when RFQ is personally delivered to prospective supplier/service provider.