

REQUEST FOR QUOTATION SHOPPING

RFQ No. : DSWD7-2023-1061

Date : July 19, 2023

Company Name : _____
Company Address : _____
Contact Person : _____
Contact No. : _____
PhilGEPS Registration 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 the basis for non-compliance. Also, kindly furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in **Annex A**, please attach in your quotation a duly notarized certification to this effect.

Interested supplier/s are required to submit true copies of their **valid Mayor's Permit, Philgeps Registration Number** upon submission of quotation/s.

Please accomplish and submit this **form** together with **Annex A** and **Bank Information** to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 233-8785; 233-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **July 25, 2023 at 5:00PM.**

Very truly yours,


ENGR. EMMANUEL M. EDLES
AO V/Head, Procurement Management Section

Terms and Conditions:

- Award shall be made on per: item basis total quoted price lot basis
- Quotation validity shall be not less than **60 calendar days.**
- Good/s or Services shall be delivered **on the specified dates in Annex A**
- Place of Delivery: **Cebu Regional Warehouse, AVRC II Compound, Camomot Franza Rd., Brgy. Labangon.**
- Terms of Payment: **within 30 days from the receipt of billing statement.**
- Liquidated Damages/Penalty: **One-tenth of one percent for everyday of delay shall be imposed.**
- In case of discrepancy between total price per item and unit price for the item as extended or multiplied by the quantity of that item, the latter shall prevail.
- Warranty period, if applicable: _____


REINAFLOR C. VISTO
Canvasser

I am interested to quote and agree to the terms and conditions.

(Signature over Printed Name of Supplier / Service
Provider / Authorized Representative)



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office VII, Cebu City

Company Name _____
 Company Address _____
 Contact Person _____
 Contact No. _____
 PhilGEPS Registration No.: _____
 Tin Number: _____

RFQ No. DSWD7-2023-1061

Date: July 19, 2023

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			Supply and Delivery of Coffee 3-in-1 mix (Coffee, Sugar & Creamer)				
		Type	Instant coffee mix, 3-in-1 (coffee, sugar & Creamer)				
		Unit of measure	sachet				
		Weight	At least 20 grams				
		Label/ Marking Requirements	"Certified Halal Product printed on the product label. Nutrition Information: With Nutritional information in the label based on the nutritional daily allowance intake based on DOH AO No. 2014-0030, otherwise known as the "Rules and Regulations Governing the Labeling of Prepackaged Food Products Distributed in the Philippines." Expiration Date (to be printed on the Product Packaging)				
		Packaging	in strips of 5 or 10 saches				
		Expiration	Should indicate Expiry Date of not less than one (1) year from the date of delivery				
		Shelf Life	Must have a shelf life of not less than one (1) year from the time of delivery				
		No. of Years in the Market	The brand must be existing in the Philippine Market for at least 5 years.				
		FDA Certification	Submit a copy of the latest Food and Drug Administration (FDA)				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost	
			Others Requirments	Damaged or defective items/goods shall be replaced within 30 days upon receipt by the supplier of the notice to replace from the regional labangon warehouse				
				Replacement period for damaged or defective items/ goods shall be within 6 months				
				Sachets must be packed in boxes				
				Supplier must provide manual labor to unload and palletize the goods upon delivery				
				Supplier should have at least 2 very satisfactory rating in te performance evaluation within the last 3 years				
			Place of Delivery	Cebu Regional Warehouse, AVRC II Compound, Camomot Franza Rd., Brgy. Labangon, Cebu City				
			Delivery Schedule	August 4, 2023				
			Payment	Payment shall be processed after delivery is completed and after submission of complete and correct sales documents (Delivery Receipt and Sales/Charge Invoice) by the Supplier.				
Total:								
Approved Budget for the Contract: Php 990,000.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.				
End User:		DRMD						
PURPOSE : As component for the production of Family Food Packs								

Note: Procurement procedure in accordance with DSWD-Memorandum Circular No. 2, Series of 2007.

REINAFLORES C. VISTO
Canvasser

Signature of Supplier / Authorized Representative Over
Printed Name

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