



**REQUEST FOR QUOTATION
 NP- SMALL VALUE PROCUREMENT**

RFQ No. : DSWD7-2022-0774A
 Date : June 6, 2022

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 service providers are required to submit true copies of their valid Mayor's/Business Permit and Philgeps Registration Number upon submission of quotation. An Omnibus Sworn Statement shall be required prior to award.

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 17126 or kc.af7.procurement@gmail.com on or before June 13, 2022 at 9:00am.

Very truly yours,


ROSARIO P. BACONG
 AO V/Head, Procurement Management Section

Terms and Conditions:

1. Award shall be made on per: item basis total quoted price lot basis
2. Quotation validity shall be not less than **60 calendar days.**
3. Good/s or Services shall be done **on the specific dates in Annex A.**
4. Place of Delivery: Duero, Bohol
5. Terms of Payment: within 30 calendar days from the completion of services and receipt of Billing Statement / Sales Invoice.
6. Liquidated Damages/Penalty: One-tenth of one percent for everyday of delay shall be imposed.
7. 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.
8. Warranty Period, if applicable: _____


EDLYN S. CANGQUE
 Canvasser

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

 (Signature over Printed Name of Supplier /
 Authorized Representative)



Company Name: _____
 Company Address: _____
 Contact Person: _____
 Contact No.: _____

RFQ DSWD7-2022-0774A
 Date: June 6, 2022

PhilGEPS Registration No.:

| Item No. | Qty | Unit | Articles / Descriptions | Statement of Compliance (State "Comply" or "Not Comply") | Bidder's Specifications | Unit Cost | Total Cost |
|---|-----|------|--|---|-------------------------|-----------|------------|
| 1 | 158 | pax | Provision of Catering Services (1 Meal and 2 Snacks) <i>Title of Activity : Barangay Development Council, BDC-Technical Working Group and Barangay Disaster Risk Reduction and Management Council Members Coaching Sessions and Workshops on Government Procurement (RA 9184) Group 2 Phase 1 retained municipalities</i> <i>Date : June 27, 2022</i> | | | | |
| 2 | 54 | pax | Organizational Development and Management Training for O&M Groups for Group 2 Phase 1 Retained <i>Title of Activity : Organizational Development and Management Training for O&M Groups for Group 2 Phase 1 Retained</i> <i>Day 1: June 28, 2022</i> | | | | |
| | 54 | pax | <i>Day 2: June 29, 2022</i> | | | | |
| 3 | 88 | pax | Municipal Accountability Reporting for Group 2 Phase 1 Retained <i>Title of Activity : Municipal Accountability Reporting for Group 2 Phase 1 Retained</i> <i>Date : July 12, 2022</i> | | | | |
| | | | Venue : Duero, Bohol Meals : Lunch (Packed) Snacks : AM & PM (Packed) Lunch Menu: > Rice > 2 Main Dish:(Choices of: Beef / Pork / Chicken or Fish) > 1 Main Dish : Vegetables > Dessert (Choices of: Fruits or Cakes or Salads) > Drinks : (Choices of: at least 500 ml Bottled Water and 330ml Bottled Natural Juice or 240ml Canned Juice) No serving of CREAMDORY fish No serving of BAM-E, PANSIT or BIHON (as viand) Strictly NO SOFTDRINKS & FLAVORED BOTTLED DRINKS AM / PM Snacks: > Variation of Pasta, Noodles, Sandwiches, Pastries, Burgers or Native Kakanin > Drinks : (Choices of: at least 500 ml Bottled Water or 330ml Bottled Natural Juice or 240ml Canned Juice or Coffee/Hot Choco) Strictly NO SOFTDRINKS & FLAVORED BOTTLED DRINKS Other Specifications: > Service provider must attached MENU upon submission of Request for Quotation (RFQ). > Food must be delivered between 9:00 AM to 11:00 AM. > Service provider must bring the Delivery Receipt, Sales Invoice or Billing Statement and Menu upon delivery to fast track the processing of payments. > Service provider must inform the End-user ahead of time for any changes in the menu prior to the delivery. > End-user will inform the service provider at least three (3) days prior to the conduct of meeting. | | | | |
| Approved Budget for the Contract: Php141,600.00 | | | | Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable. | | | |
| End User: KC-NCDDP AF | | | | | | | |
| Purpose : For the conduct of Barangay Development Council, BDC-Technical Working Group (BDC-TWG) and BDRMC Members Coaching Sessions and Workshops on Government Procurement to enable them to understand the essentials of KALAHI-CIDSS procedure under RA 9184. The Organizational Development and Management Training for O&M Groups to identified and defined their Core values, and formulated their Goals and Municipal Accountability Reporting to share and discuss lessons learned, issues and concerns during the current cycle and present the Municipal Sustainability Plan and come-up with resolution. | | | | | | | |

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

EDLYN S. CANGQUE
 Carvasser

Signature of supplier/Authorized Representative over printed name

Company Name: _____
Activity Title: **Barangay Development Council, BDC-Technical Working Group and Barangay Disaster Risk Reduction and Management Council Members Coaching Sessions and Workshops on Government Procurement (RA 9184) Group 2 Phase 1 retained municipalities**

MENU

AM Snacks: (Variation of Pasta, Noodles, Sandwiches, Pastries, Burgers, or Native Kakanin):

Drinks: 500ml Bottled Water
or 330ml Bottled Natural Juice:
(specify) _____
or 240ml Canned Juice:
(specify) _____
or Coffee/Hot Choco:
(specify) _____

Lunch

Plain Rice

2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):

(specify) 1. _____

(specify) 2. _____

1 Main Dish (Vegetables):

(specify) _____

Dessert: _____

Drinks: 330ml Bottled Natural Juice:

(specify) _____

or 240ml Canned Juice:

(specify) _____

and
500ml Bottled Water

PM Snacks: (Variation of Pasta, Noodles, Sandwiches, Pastries, Burgers, or Native Kakanin):

Drinks: 500ml Bottled Water
or 330ml Bottled Natural Juice:
(specify) _____
or 240ml Canned Juice:
(specify) _____
or Coffee/Hot Choco:
(specify) _____

Activity Title: **Organizational Development and Management Training for O&M Groups for Group 2 Phase 1 Retained**

Day 1

MENU

AM Snacks: (Variation of Pasta, Noodles, Sandwiches, Pastries, Burgers, or Native Kakanin):

Drinks: 500ml Bottled Water
or 330ml Bottled Natural Juice:
(specify) _____
or 240ml Canned Juice:
(specify) _____
or Coffee/Hot Choco:
(specify) _____

Lunch

Plain Rice

2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):

(specify) 1. _____

(specify) 2. _____

1 Main Dish (Vegetables):

(specify) _____

Dessert: _____

Drinks: 330ml Bottled Natural Juice:

(specify) _____

or 240ml Canned Juice:

(specify) _____

and
500ml Bottled Water

PM Snacks: (Variation of Pasta, Noodles, Sandwiches, Pastries, Burgers, or Native Kakanin):

Drinks: 500ml Bottled Water
or 330ml Bottled Natural Juice:
(specify) _____
or 240ml Canned Juice:
(specify) _____
or Coffee/Hot Choco:
(specify) _____

(Signature over Printed Name of Supplier/
Authorized Representative)

Company Name: _____
Activity Title: **Organizational Development and Management Training for O&M Groups for Group 2 Phase 1 Retained**

Activity Title: **Municipal Accountability Reporting for Group 2 Phase 1 Retained**

Day 2

MENU

AM Snacks: (Variation of Pasta, Noodles, Sandwiches, Pastries, Burgers, or Native Kakanin):

Drinks: 500ml Bottled Water
or 330ml Bottled Natural Juice:
(specify) _____
or 240ml Canned Juice:
(specify) _____
or Coffee/Hot Choco:
(specify) _____

Lunch

Plain Rice
2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):
(specify) 1. _____
(specify) 2. _____
1 Main Dish (Vegetables):
(specify) _____
Dessert: _____

Drinks: 330ml Bottled Natural Juice:
(specify) _____
or 240ml Canned Juice:
(specify) _____
and
500ml Bottled Water

PM Snacks: (Variation of Pasta, Noodles, Sandwiches, Pastries, Burgers, or Native Kakanin):

Drinks: 500ml Bottled Water
or 330ml Bottled Natural Juice:
(specify) _____
or 240ml Canned Juice:
(specify) _____
or Coffee/Hot Choco:
(specify) _____

MENU

AM Snacks: (Variation of Pasta, Noodles, Sandwiches, Pastries, Burgers, or Native Kakanin):

Drinks: 500ml Bottled Water
or 330ml Bottled Natural Juice:
(specify) _____
or 240ml Canned Juice:
(specify) _____
or Coffee/Hot Choco:
(specify) _____

Lunch

Plain Rice
2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):
(specify) 1. _____
(specify) 2. _____
1 Main Dish (Vegetables):
(specify) _____
Dessert: _____

Drinks: 330ml Bottled Natural Juice:
(specify) _____
or 240ml Canned Juice:
(specify) _____
and
500ml Bottled Water

PM Snacks: (Variation of Pasta, Noodles, Sandwiches, Pastries, Burgers, or Native Kakanin):

Drinks: 500ml Bottled Water
or 330ml Bottled Natural Juice:
(specify) _____
or 240ml Canned Juice:
(specify) _____
or Coffee/Hot Choco:
(specify) _____

(Signature over Printed Name of Supplier/
Authorized Representative)

DRN: PROMD-P-MEMO-2022-06-06263-S

MEMORANDUM

FOR : THE CHAIRPERSONS, BIDS AND AWARDS COMMITTEES
THRU : THE HEAD, BAC SECRETARIAT
FROM : The AO V/Head
Procurement Management Section
SUBJECT : REQUEST FOR APPROVAL TO PROCEED WITH THE POSTING
AT PHILGEPS, WEBSITE AND CONSPICUOUS PLACES
DATE : 6 JUNE 2022

May we request for your approval to proceed with the posting at PhilGEPS, Website and Conspicuous places of the signed Request for Quotation with the following details:

| PR No. | Particulars | End-User | Approved Budget for the Contract |
|------------|--|----------|----------------------------------|
| 2022-0774A | Catering Services in Duero, Bohol for the conduct of the following activities: 1. Barangay Development Council, BDC-Technical Working Group and Barangay Disaster Risk Reduction and Management Council Members Coaching Sessions and Workshops Government Procurement (RA 9184) Group 2 Phase 1 retained municipalities 2. Organizational Development and Management Training for O & M Groups for Group 2 Phase 1 Retained 3. Municipal Accountability Reporting for Group 2 Phase 1 Retained | KC | Php141,600.00 |

Attached also are the following documents:

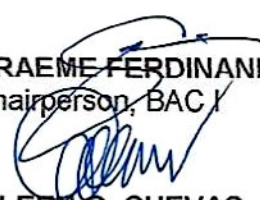
| No. | Type of Documents | No. of Copies | |
|-----|--------------------------------------|---------------|-----------|
| | | Original | Photocopy |
| 1 | Signed Request for Quotation | 1 | - |
| 2 | Approved Purchase Request | 2 | - |
| 3 | Approved Project Proposal (with CTC) | - | 2 |

For your approval.

Thank you.



ROSARIO P. BACONG

Approved by:


GRAEME FERDINAND D. ARMECIN
Chairperson, BAC I

Recommending Approval:

ROSEMARIE S. SALAZAR
BAC Secretariat Head


AILEEN G. CUEVAS
Chairperson, BAC II