

## REQUEST FOR QUOTATION NP- SMALL VALUE PROCUREMENT

				RFQ No.	: DSWD7-2022-1173
				Date	: June 30, 2022
Company Name:					
Company Address:					
Contact Person:					
Contact No.:					
PhilGEPS Registration	No.:				
Sir/Madam:					
incidental expenses fo	or the good	s listed in Anne	ex A. Failure to in	dicate informa	ther applicable taxes, and othe ation could be the basis for non ires and/or samples, if applicable.
If you are the exclusive attach in your quotation				ippines for the	e goods listed in Annex A, please
					r's/Business Permit and orn Statement shall be required
	I, Cebu City	or send it throu	ugh facsimile numl	bers (032) 23	ormation to the BAC Secretariat 3-8785; 233-0261; 231-2172 loca
			ROSA	ruly yours, ARIO PUBACO	ONG rement Management Section
Terms and Condition	s:		7.0 17	11000, 11000.	
1. Award shall be made	e on per:	item basis	total quote	d price	lot basis
2. Quotation validity sh	nall be not le	ess than 60 cale	endar days.		
3. Good/s or Services	shall be do	ne on the speci	fic dates in Annex	x A.	
4. Place of Delivery:			/		
5. Terms of Payment:		calendar days f / Sales Invoice		on of service	es and receipt of Billing
					lay shall be imposed.
<ol><li>In case of discrepant by the quantity of the</li></ol>				for the item a	s extended or multiplied
8. Warranty Period, if a				-	a
				<u> </u>	DLYN S. CANGQUE
V 5000 V	a en ramana d'American				Canvasser
I am interested to quot	te and agree	e to the terms ar	nd conditions.		

Annex A



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

Company Name:	RFQ No.: DSWD7-2022-1173
Company Address:	Date: June 30, 2022
Contact Person:	
Contact No.:	

PhilGEPS Registration No.:

ltem No.	Qty	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			Provision of Catering Services (1 Meal and 2 Snacks)				
1	47	pax	Title of Activity: 1st Municipal Disaster Risk Reduction and Management Council (MDRRMC) Meeting Date: August 23, 2022				
			Title of Activity: Project Development Workshop (PDW) for the 2nd Priority Sub-Project				
2	56	pax	Day 1 : September 13, 2022				
	56	pax	Day 2 : September 14, 2022				
3	62	pax	Title of Activity: Municipal Inter-Agency Committee (MIAC) Technical Review of Sub-Project Proposal Date: October 13, 2022				
4	47	pax	Title of Activity: 2nd Municipal Disaster Risk Reduction and Management Council (MDRRMC) Meeting for Endorsement of SP Proposal  Date: October 19, 2022				
			Title of Activity: Barangay Development Council, BDC-Technical Working Group (BDC-TWG) and Barangay Disaster Risk Reduction and Management Council Members Coaching Sessions and Workshop on Infrastructure, Government Procurement and Financial Management System (CVs Training)				
5	124	рах	Date : October 26, 2022 Government Procurement				
	122	pax	Date : October 27, 2022 Community Infrastructure				
	135	рах	Date : October 28, 2022 Financial Management System				
6	56	pax	Title of Activity : Municipal Fiduciary Review Date : November 10, 2022				
7	69	рах	Title of Activity : MDRRMC Meeting cum Municipal Accountability Reporting Date : November 17, 2022				
			Venue: Sierra Bullones, Bohol				
			Meals: Lunch (Packed)				
			Snacks: AM & PM (Packed)			107	

tem No.	Qty	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			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 240ml Canned Juice or 330ml Bottled Natural Juice i.e. Lemon/Calamansi/Buko/Cucumber etc.)				
			No serving of CREAMDORY fish				
			No serving of BAM-E, PANSIT or BIHON (as viand)				
			Strictly NO SOFTDRINKS & FLAVORED BOTTLED DRINKS/POWDERED JUICES				
			AM / PM Snacks:				
			> Variation of Pasta, Noodles, Pastries, Native Kakanin, Sandwiches, i.e. Tuna/Ham & Cheese/Egg with vegetables, etc. or Burgers i.e Beef/Chicken/Ham with vegetables, etc.				
			> Drinks : (Choices of: at least 500 ml Bottled Water or 240ml Canned Juice or 330ml Bottled Natural Juice i.e. Lemon/Calamansi/Buko/Cucumber etc. or Coffee/Hot Choco)				
			Strictly NO SOFTDRINKS & FLAVORED BOTTLED DRINKS *Please specify name of Dishes				
			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.				
opr	oved E	Budget	t for the Contract: Php309,600.00	Note: "Bidde	's Specification	ac" column	ha fillad
End User: KC-NCDDP AF		supplier	's offer (brand,	ns" column may model, origin) c on" stated if app	r may copy		

Purpose : Provision of food for the participants of the activity.

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

EDLYN S. CANGQUE Canvasser

Signature of supplier/Authorized Representative over printed name





## ADMINISTRATIVE DIVISION FIELD OFFICE VII

DSWD-GF-004 | REV 01 / 12 OCT 2021

DRN: PROMD-P-MEMO-2022-06-07315-S

## **MEMORANDUM**

FOR

.

THE CHAIRPERSONS, BIDS AND AWARDS COMMITTEES

THRU

:

THE HEAD, BAC SECRETARIAT

FROM

The AO V/Head

Procurement Management Section

SUBJECT

RE

REQUEST FOR APPROVAL TO PROCEED WITH THE POSTING AT

PHILGEPS, WEBSITE AND CONSPICUOUS PLACES

DATE

30 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- 1173	Catering Services in Sierra Bullones, Bohol for the conduct of the following activities:  1. 1st Municipal Disaster Risk Reduction and Management Council (MDRRMC) Meeting  2. Project Development Workshop (PDW) for the 2nd Priority Sub-Project  3. Municipal Inter-Agency Committee (MIAC) Technical Review of Sub-Project Proposal  4. 2nd Municipal Disaster Risk Reduction and Management Council (MDRRMC) Meeting for Endorsement of SP Proposal  5. Barangay Development Council, BDC-Technical Working Group (BDC-TWG) and Barangay Disaster Risk Reduction and Management Council Members Coaching Sessions and Workshop on Infrastructure, Government Procurement and Financial Management System (CVs Training)  6. Municipal Fiduciary Review  7. MDRRMC Meeting cum Municipal Accountability Reporting	кс	Php309,600.00

Attached also are the following documents:

NI-	T	No. of Copies		
No.	Type of Documents	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:

Recommending Approval:

**GRAEME FERDINAND D. ARMECIN** 

Chairperson, BAC I

ROSEMARIE S. SALAZAR BAC Secretariat Head Chairperson BAC II

Chairperson, BAC II

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Company Nam	ne:	
Activity Title: 1st Municipal Disaster	Risk Reduction and Management	Council (MDRRMC) Meeting
	MENU	
AM Snacks: (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):  Drinks: 500ml Bottled Water or 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) or Coffee/Hot Choco: (specify)	2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):	PM Snacks: (Variation of Pasta, Noodles Native Kakanin, Sandwiches, i.e. Tuna/Ham/Cheese/Egg with Vegetables etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):  Drinks: 500ml Bottled Water or 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) or Coffee/Hot Choco: (specify)
Activity Title: <b>Project Development</b> Day 1:	Workshop (PDW) for the 2 <sup>nd</sup> Priority	Sub-Project
AM Snacks: (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):  Drinks: 500ml Bottled Water or 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)	2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):	PM Snacks: (Variation of Pasta, Noodles Native Kakanin, Sandwiches, i.e. Tuna/Ham/Cheese/Egg with Vegetables etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):  Drinks: 500ml Bottled Water or 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)
(specify) or 240ml Canned Juice: (specify) or Coffee/Hot Choco: (specify)	(specify) Drinks: 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) and	(specify) or Coffee/Hot Choco: (specify)
	500ml Bottled Water	
Day 2:	MENU	
Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):	2 Main Dish (Choices of: Beef; Pork; Chicken/Fish): (specify) 1(specify) 21 Main Dish (Vegetables):	PM Snacks: (Variation of Pasta, Noodles Native Kakanin, Sandwiches, i.e Tuna/Ham/Cheese/Egg with Vegetables etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):
Drinks: 500ml Bottled Water or 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) or Coffee/Hot Choco: (specify)	(specify) Dessert (Choices of: Fruits or Cakes or Salads) (specify) Drinks: 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) and	Drinks: 500ml Bottled Water or 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) or Coffee/Hot Choco: (specify)
	500ml Bottled Water	

Company Nan	me:	
Activity Title: Municipal Inter-Agency	Committee (MIAC) Technical Review	of Sub-Project Proposal
	MENU	
AM Snacks: (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):	2 Main Dish (Choices of: Beef; Pork; Chicken/Fish): (specify) 1. (specify) 2. 1 Main Dish (Vegetables):	PM Snacks: (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):
Drinks: 500ml Bottled Water or 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) or Coffee/Hot Choco: (specify)	(specify) Dessert (Choices of: Fruits or Cakes or Salads) (specify) Drinks: 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) and 500ml Bottled Water	Drinks: 500ml Bottled Water or 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) or Coffee/Hot Choco: (specify)
Activity Title: 2 <sup>nd</sup> Municipal Disaster	Risk Reduction and Management	Council (MDRRMC) Meeting for
Endorsement of SP Proposal		
AM Snacks: (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):  Drinks: 500ml Bottled Water or 330ml Bottled Natural Juice	2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):	PM Snacks: (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):  Drinks: 500ml Bottled Water
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) or Coffee/Hot Choco: (specify)	Salads) (specify) Drinks: 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) and 500ml Bottled Water	or 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) or Coffee/Hot Choco: (specify)
Activity Title: Barangay Development duction and Management Council Mem	Council, BDC-Technical Working Group bers Coaching Session and Workshop	(BDC-TWG and Barangay Disaster Risk Re- on Infrastructure, Government Procure-
ment and Financial Management System Day 1: Government Procurement	(CV's Training)	
AM Snacks: (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):  Drinks: 500ml Bottled Water	(specify) 2 1 Main Dish (Vegetables): (specify)	PM Snacks: (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):  Drinks: 500ml Bottled Water
or 330ml Bottled Water or 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) or Coffee/Hot Choco: (specify)	Dessert (Choices of: Fruits or Cakes or Salads) (specify) Drinks: 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) and	or 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) or Coffee/Hot Choco: (specify)

Company Nam	ne:	
Day 2: Community Infrastructure	MENU	
AM Snacks: (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):  Drinks: 500ml Bottled Water or 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (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 (Choices of: Fruits or Cakes or Salads) (specify)  Drinks: 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify)  or 240ml Canned Juice: (specify) and	PM Snacks: (Variation of Pasta, Noodles Native Kakanin, Sandwiches, i.e Tuna/Ham/Cheese/Egg with Vegetables etc. or Burger i.e., Beef/Chicken/Ham wit Vegetables, etc.):  Drinks: 500ml Bottled Water or 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) or Coffee/Hot Choco: (specify)
Day 3: Financial Management System	500ml Bottled Water	
AM Snacks: (Variation of Pasta, Noodles,	2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):	PM Snacks: (Variation of Pasta, Noodles Native Kakanin, Sandwiches, i.e. Tuna/Ham/Cheese/Egg with Vegetables etc. or Burger i.e., Beef/Chicken/Ham wit Vegetables, etc.):  Drinks: 500ml Bottled Water or 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) or Coffee/Hot Choco: (specify)
Activity Title: Municipal Fiduciary	Review MENU	
Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):  Drinks: 500ml Bottled Water or 330ml Bottled Natural Juice	2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):	PM Snacks: (Variation of Pasta, Noodles Native Kakanin, Sandwiches, i.e Tuna/Ham/Cheese/Egg with Vegetables etc. or Burger i.e., Beef/Chicken/Ham wit Vegetables, etc.):  Drinks: 500ml Bottled Water or 330ml Bottled Natural Juice
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  (specify) or 240ml Cannod Juice: (specify) or Coffee/Hot Choco: (specify)	(specify) Drinks: 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) and	i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify) or 240ml Canned Juice: (specify) or Coffee/Hot Choco: (specify)
	500ml Bottled Water	

Activity Title: MDRRMC Meeting cum	Municipal Accountability Reporting		
	MENU		
Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):	2 Main Dish (Choices of: Beef; Pork; Chicken/Fish): (specify) 1(specify) 2 1 Main Dish (Vegetables):	PM Snacks: (Variation of Pasta, Noodles Native Kakanin, Sandwiches, i.e. Tuna/Ham/Cheese/Egg with Vegetables etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):	
Drinks: 500ml Bottled Water or 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify)	(specify)  Dessert (Choices of: Fruits or Cakes or Salads) (specify)	Drinks: 500ml Bottled Water or 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.) (specify)	
or 240ml Canned Juice: (specify)	Drinks: 330ml Bottled Natural Juice i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)	or 240ml Canned Juice:	
or Coffee/Hot Choco: (specify)	(specify) or 240ml Canned Juice: (specify) and 500ml Bottled Water	or Coffee/Hot Choco: (specify)	

Company Name: