



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

RFQ No. : DSWD7-2024-0368

Date : March 25, 2024

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

Sir/Madam:

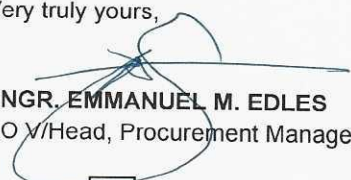
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be the basis for non-compliance. Also, kindly furnish us with descriptive brochures, catalogues, literatures 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. An omnibus Sworn Statement is 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 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before April 1, 2024 at 5:00PM.

Very truly yours,


ENGR. EMMANUEL M. EDLES
 AO X/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 **please refer to Annex A**
- Place of Delivery: **DSWD FO VII, Corner M.J. Cuenco Avenue and Gen. Maxilom Ext., Carreta, Cebu City**
- 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: _____


BONAPARTE D. CASEÑAS II
 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. DSWD7-2024-0368

Date: March 25, 2024

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 2024 DRMD Advocacy Materials							
1	500	piece	1. DRMD Information Cards Specifications: <ul style="list-style-type: none"> • Dimension: 8.3in x 11.7 or A4 • Paper: Book Paper 80gsm • Full-Color (back to back) 				
2	300	piece	2. 2-pocket Folder Specifications: <ul style="list-style-type: none"> • Dimensions: 9inx12in or A4 • Full-Color, Glossy • Inside pocket sizes: Left-9in(W)x4in(L); Right 5in(W)x12in(L) 				
3	500	piece	3. Paper Bags Specifications: <ul style="list-style-type: none"> • Paper: Fold cote 18gsm • Size: 18in x 10in x 4in • Spread size: 25in x 15in Print 4/0 (Full colors - one side) • Process: CtP (Computer to Plate) Technology • Offset Printing • Finishing: Matte Lamination one side die cut die mould, Assembly adhesive • With Cords and rivets 				
4	5,000	piece	4. Risk Resiliency Program Flyers Specifications: <ul style="list-style-type: none"> • Dimensions: 5.8in x 8.2in or A5 • Paper: C2S 170lbs • Glossy, Full-Color (back to back) 				
5	500	piece	5. Emergency Hotline Flyers Specifications: <ul style="list-style-type: none"> • Dimensions: 5.8in x 8.2in or A5 • Paper: C2S 170lbs • Glossy, Full-Color (back to back) 				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost	
6	500	piece	6. Emergency Go Bag and Fire Safety Flyers Specifications: <ul style="list-style-type: none"> • Dimensions: 5.8in x 8.2in or A5 • Paper: C2S 170lbs • Glossy, Full-Color (back to back) 					
7	500	piece	7. Flood Safety Flyers Specifications: <ul style="list-style-type: none"> • Dimensions: 5.8in x 8.2in or A5 • Paper: C2S 170lbs • Glossy, Full-Color (back to back) 					
8	500	piece	8. Landslide and Typhoon Flyers Specifications: <ul style="list-style-type: none"> • Dimensions: 5.8in x 8.2in or A5 • Paper: C2S 170lbs • Glossy, Full-Color (back to back) 					
			Note: All design and/or layout will be provided by the Social Marketing Unit. Supplier must provide mock-up copy for approval prior to mass production. <ul style="list-style-type: none"> • Must be delivered 30 days after approval of mock-up copy. • Supplier should preferably be Cebu-based to ensure immediate delivery of items and prompt action should there be revisions. 					
Total:								
Approved Budget for the Contract: Php 217,500.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.				
End User: ORD-SMU								
PURPOSE : DRMD's Information, Education, and Advocacy Campaigns								

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

Bonaparte DCH
BONAPARTE D. CASEÑAS II
 Canvasser

Signature of Supplier / Authorized Representative Over
 Printed Name

(page 2 of 2)

DRM INFORMATION CARD



Disaster Response Management

The **Disaster Response Management** of DSWD leads the planning, coordination, and monitoring of all disaster response efforts including provision of augmentation support to the local government units during disaster or calamity in the form of relief, rehabilitation, and recovery services in accordance with RA10121, also known as the Philippine Disaster Risk Reduction and Management Act of 2010.

As the vice-chair of the Response Cluster in the National Disaster Risk Reduction and Management Council, the Department leads in the provision of Food and Non-Food Items (FNFI), Camp Coordination and Camp Management (CCCM), and Internally Displaced Persons (IDP) Protection.

What are DRM's Programs and Services?



Food and Non-Food Items (FNFI)

The provision of augmentation support through FNFI to the disaster-affected families in the form of Family Food Packs and essential non-food items such as family kits, hygiene kits, kitchen kits, sleeping kits, and shelter kits.



Camp Coordination and Camp Management (CCCM) and Internally Displaced Persons (IDP) Protection

DSWD ensures that IDPs and families inside and outside evacuation centers are provided with necessary assistance and protection services in accordance with International Law and Standards.

DSWD #BawatBuhay/MahalagangDSWD



Cash/Food-for-Work (C/FFW)

Short-term intervention to provide temporary employment to distressed/displaced individuals by participating in our preparedness, mitigation, relief, rehabilitation or risk reduction projects and activities in their communities or in evacuation centers.



Emergency Cash Transfer (ECT)

An adaptive strategy bridging the gap between immediate disaster relief, humanitarian response, and early recovery in disaster and emergencies by providing unconditional cash assistance to disaster-affected families that require intervention. ECT is a post-disaster intervention in the form of cash transfers given to families surviving from covariate shocks.



Risk Resiliency Program (RRP)

A convergence program used to operationalize the Roadmap of the Climate Change, Adaptation, Mitigation and Disaster Risk Reduction (CCAM-DRR) Cabinet Cluster with an overall goal of having climate and disaster resilient communities, supporting equitable and sustainable development.


What is a DROMIC Report?

A Disaster Response Operations Management and Information Center (DROMIC) Report is a DSWD document which reflects data on monitored disaster incident in a particular area. It also includes information on response efforts from the DSWD Central/Field Office(s).


Types of DROMIC Report

- Preparedness for Response Report
- Initial Report
- Progress Report
- Terminal Report
- Disaster Incident Report


What are DSWD's Food and Non-Food Items (FNFI)s?




Family Food Pack




Family Kit




Hygiene Kit



Kitchen Kit



Modular Tent



Sleeping Kit

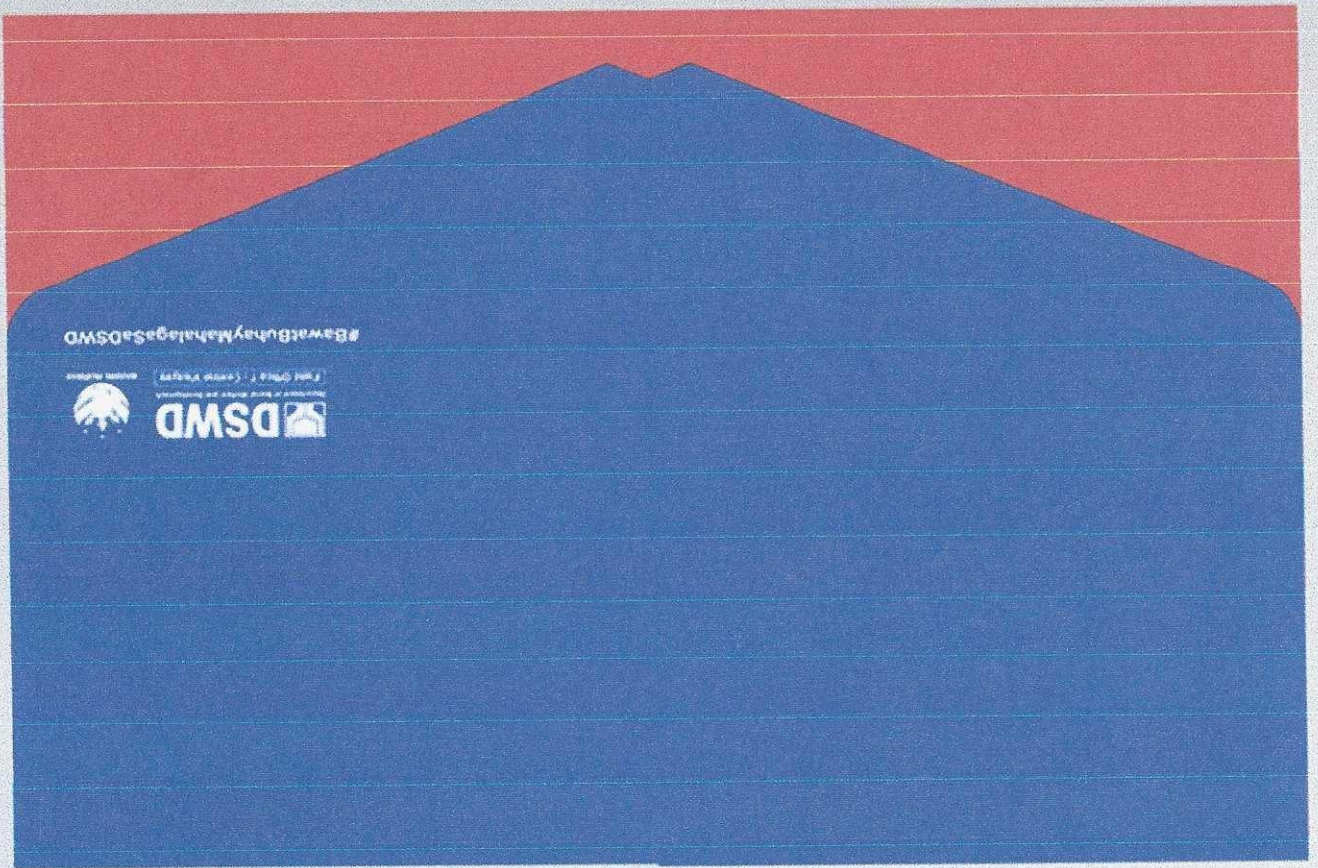
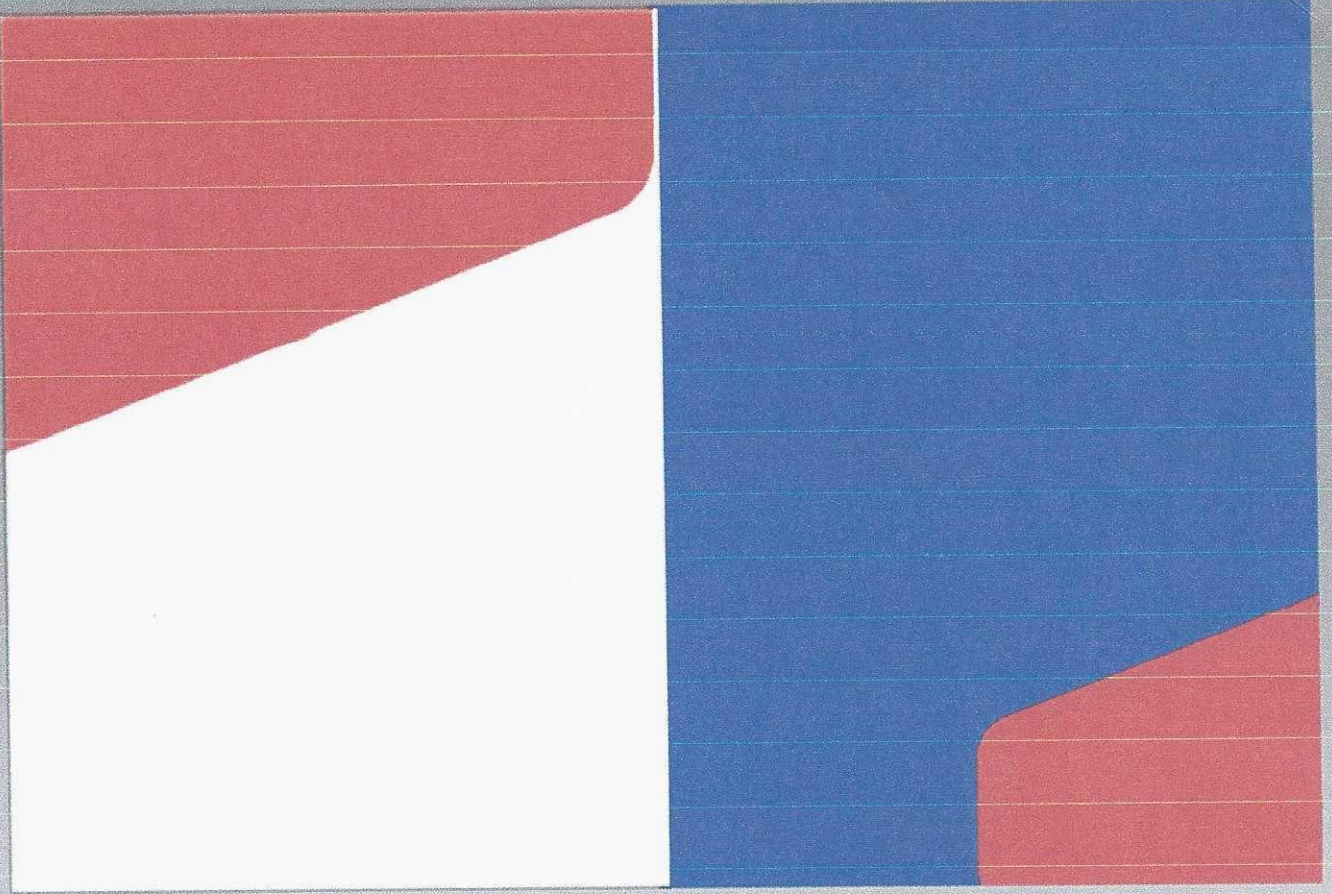
While DSWD provides the needed basic services of disaster-affected families through its FNFI, the Local Government Units are the first responders in the occurrence of natural and man-made calamities, based on Republic Act 10121.

for@dswd.gov.ph

DSWD Region VII

@dswd7





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PAPER BAG



Risk Resiliency Program

Ang Risk Resiliency Program usa ka hinuayang programa nga gigamit aron mapadagan ang Roadmap sa Climate Change Adaptation, Mitigation and Disaster Risk Reduction (CCAM-DRR) Cabinet Cluster.

Nagsugod niadtong 2015, gimplementar sa DSWD ang maong programa pinaagi sa Cash-for-Work ug Cash-for-Training dala ang tumong nga mapailig-on ang mapahiayang nga kapasidad sa mga socio-environmental nga risiko sa mga pobre, vulnerable, ginkikawan nga mga pamilya ug komunidad.

Unsa ang Tumong sa Programa?

-  Paghatag ug dugang kitaan ug kwarta
-  Pagtukod o rehabilitate sa mga natural nga assets sa publiko o komunidad
-  Paglig-on sa relasyon ngadto sa PLGUs

Unsa ang mga kagawian sa Programa?

Wage Rate	100% sa minimum regional wage
Payment Modality	By bank deposit
Characteristics of Labor	Ang mga trabaho ug makalaya ang mga pabal nga trabaho
Number of Days of Implementation	20-25 ka adlaw sa fiscal year
Implementation Timeline	Enro hangtud huyo sa fiscal year

Kinsa ang makaapil niini?

- Mga pamilya nga gilira nga pobre ubos sa Basic Income System (BIS) sa Poverty Reduction (NHTS) nga Listahan
- Mga pamilya nga natipon big cohe sa assessment, verification, ug validation sa LSWD
- Mga mangunguma ug manginilista nga nabalday ug nahahistro sa Registry System for the Basic Sector in Agriculture (BSA)

Unsa ang gibasihan sa Priority Area?

- Tasa ang posibilidad nga hazards
- Anaa nahimutang sa water basin
- Priority target ang panguna nga syudad o munisipyo
- Mayor urban centers o diagkong mga syudad
- Tasa ang posibilidad nga hazards
- Tasa nga posyento sa kapabahin nga mga convergency sites
- Priority needs Cluster
- Mga lokal nga panguna nga mga kontadyon sa programa

Unsa ang mga balaod nga mipaluyo niini?

- Executive Order No. 248, 2009
- Executive Order No. 249, 2009
- Executive Order No. 250, 2009
- Executive Order No. 251, 2009
- Executive Order No. 252, 2009
- Executive Order No. 253, 2009
- Executive Order No. 254, 2009
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- Executive Order No. 282, 2009
- Executive Order No. 283, 2009
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- Executive Order No. 285, 2009
- Executive Order No. 286, 2009
- Executive Order No. 287, 2009
- Executive Order No. 288, 2009
- Executive Order No. 289, 2009
- Executive Order No. 290, 2009

#BawatBahayMahalagaSaDSWD



PROJECT LAWA AT BINHI Local Adaptation to Water Access and Breaking Insufficiency through Nutritious Harvest for the Impoverished



Una ka proyekto sa DSWD ubos sa Risk Resiliency Program nga ang tumong mao ang pagdepensa sa kagutom, paghupay sa kalusad sa kinabuhì, ug malabanang kalusad sa ekonomiya pinaagi sa pagpalad sa kakuwang sa pagkaon, supply sa tubig, ug sa nagkagrabi nga kabag-uhan sa klima, ug hulga sa kalamidad ug emerhensya.

Ang maong proyekto ipatuman pinaagi sa Cash-for-Work ug Cash-for Training.

Unsa ang Pamaagi sa Pagpatuman?

- Water Sufficiency**
 Sakto ug igo nga supply sa tubig
- Food Security**
 School-based og Community-based Vegetable gardening
- Pag-ayo sa mga mga pasilidad sa pag-ani sa tubig
- Pag-ayo sa multipurpose water infrastructures
- Aquaculture/hydroponics
- Diversification of water supplies
- Ug uban nga mga aktibidadis nga mo-supporta sa supply sa tubig
- Ang pagtukod og small farm reservoir
- Community based diversified integrated farming
- Pagtanom sa mga tanom nga lig-on sa kalamidad, mga fruit bearing trees, ug mangroves
- Urban o komunal nga pagpananom
- Vermicomposting
- Ug uban nga aktibidadis nga mo-supporta sa seguridad sa pagkaon

Unsa ang mga Hugna sa Programa?

- 1 ADVANCING CLIMATE ACTION**
Sa unhang bahin sa proyekto, adunay tulo ka adlaw nga learning and development session o pinangiligtog. Anhang mga kagawian sa pagtukod sa water harvesting nga pasilidad, paghimo ug pag-ayo sa mga patubigan ug uban nga proyekto nga ni-supporta sa tubig supply.
- 2 CASH-FOR-WORK PROJECT IMPLEMENTATION**
Sa kaaduhang bahin, tungaon sa duha ka adlaw ug ang uban ka grupo mo-trabaho ug ug kinsa ka adlaw nga implementasyon. Ang unang grupo mo-trabaho sa water catchment area sa igong supply sa tubig samtang ang ikaduhang grupo mo-trabaho pagpaligang prutas ug mga ubanon.
- 3 SUSTAINABILITY PROGRAMMING STRATEGY**
Sa katapusan sa proyekto, adunay duha ka adlaw ug ang uban ka grupo mo-trabaho sa pagtukod sa sustainability strategy sa pagtukod sa produkto, pagproseso sa mga pagtanom, rehabilitasyon sa mga pagtanom sa mga grupo o kooperatiba sa komunidad.

Target Partner-Beneficiaries

Mga mag-urna, mangingida, mga mag-ani, mga mag-ani nga mga kabaharan, nahatkap sa LISTAHANAN 3, ug mga na lhan nga pobre sa resulta sa pagbalidad ug ebalasyon sa Local Social Welfare Development Office

Usa ka ka-representante mategi pamilya ang makaapil sa usa ka tug.

Nag-i- edad og 18-anyos pataas, Makahimo sa pagtrabaho ug paggamit sa mga himan ug kagamitan

Target nga Lugar

Mga lugar na apoktado sa EI Niño basì sa DOST-PAGASA Climate Outlook pagka Nobyembre ug Disyembre 2023

Probinsya ug nalala nga Local Government Unit nga nag-Implementar sa RRP-CFTW

Ton 5 nga LGUs base sa mga pobre sa Listahan 3 sa kinaatubang populasyon

Bayad ug Cidugayon

- 100% sa kasamtungang nga Regional Daily Minimum Wage Rate
- 20 kinaatubang nga 20 ka adlaw nga trabaho ug pagbayle

@dswdfotr

DSWD Region VII

07@dswd.gov.ph



DSWD Region VII

07@dswd.gov.ph

RISK RESILIENCY PROGRAM

RY ER



CENTRAL VISAYAS EMERGENCY HOTLINE NUMBERS

OFFICE OF THE CIVIL DEFENCE

(032) 236-0473 / (032) 410-6451
0917-704-1070 (Globe) / 0898-578-4932 (Smart)

DEPARTMENT OF HEALTH - HEMS

0945-157-6004 (Globe) / 0943-568-3298 (Smart)

PHILIPPINE NATIONAL POLICE

0917-518-7767 (Globe)

BUREAU OF FIRE PROTECTION

160

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - DRMD

(032) 233-0261 / 232-9505
LOC. 17135



DRRM OFFICE AND POLICE HOTLINES

PDRRMO - Bohol

0914-510-1490 (Globe)
0949-795-5530 (Smart)
0925-830-0117 (Sun)

PDRRMO - Cebu

(032) 255-0046

PDRRMO - Negros Oriental

(035) 226-7911

PDRRMO - Siquijor

0953-209-9165 (Globe)

PNP - Bohol

0917-316-3297 (Globe)

PNP - Cebu

0917-518-7767 (Globe)

PNP - Negros Oriental

0956-665-0370 (Globe)

PNP - Siquijor

0905-153-3418 (Globe)

CDRRMO - Cebu City

166
0932-537-770 (Globe)
0947-178-0000 (Smart)
(032) 262-1424

CDRRMO - Lapu-Lapu City

(032) 263-2345
(032) 342-2249
(032) 341-3771
0999-972-1111 (Smart)

CDRRMO - Mandaue City

0938-476-5461 (Talk 'n Text)
(032) 383-1658

EMERGENCY HOTLINES VISAYAS

EMERGENCY GO BAG

When there is an emergency threat, it is necessary to evacuate to a safer place. In preparation for this during the new normal, remember to have an Emergency Go Bag with supplies enough for your family.










Your bag should consist of:

-  Important documents in sealed envelope
-  Spare cash including coins
-  First aid kit with face shield and face mask
-  Ready-to-eat food enough for 3 days
-  Drinking water in sealed container
-  Supplies for infants, children, elderly and PWDs
-  Sleeping bags or mats and blankets
-  Flashlight, candles, match, whistle, mobile phone
-  Radio with new and extra batteries
-  Clothing, raincoat, boots and sanitary supplies












FIRE SAFETY TIPS

FIRE PREVENTION

-  Befriend a fireman.
-  Ensure that fire alarms and sprinklers work.
-  Practice your evacuation plan and participate in fire drills.
-  Turn off LPG tanks when not in use.
-  Hire an electrician to check on your electrical wirings at least once a year.
-  Unplug appliances and gadgets after using or charging.
-  **DO NOT** leave lighted candles and cigarettes unattended.
-  Teach children on fire safety.
-  Learn how to use a fire extinguisher. Remember **PASS**: Pull the pin, Aim the nozzle at the base of the fire, Squeeze the lever, Sweep from side to side.

IN CASE OF FIRE

-  Stay calm and evacuate immediately.
-  Sound the fire alarm and call 160 for assistance.
-  If you're in a building, use the stairs and do not use the elevators.
-  Before opening doors, check handle first. If hot, **DO NOT OPEN** as the room may already be on fire.
-  If there is smoke, get down and cover your mouth and nose with damp cloth.
-  If your clothes are on fire, **STOP** running, **DROP** to the floor, and **ROLL** to put out the flames.
-  If trapped, stay in the room and signal for help using bright colored cloth at the window or make noise.
-  After the fire, do not return inside your house or building unless authorities deemed it safe.
-  Have yourself checked for injuries.

EMERGENCY GO BAG FIRE SAFETY 12 Year

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FLOOD PREPAREDNESS TIPS

BEFORE | Know the hazards in your area

- Monitor the news for weather updates, warnings, and advisories.
- Know the flood early warning and evacuation plan of the community.
- Participate in community flood preparedness actions and drills.
- Secure your home. Move essential furniture and items to the upper floor.
- Before evacuating, turn off all main switches of electricity, water, and LPG tanks.
- Put pets and livestock in a safe area or designated evacuation sites for animals.
- When order is received, immediately evacuate to higher and safer grounds.

DURING | Stay on higher grounds

- Stay indoors and stay tuned for latest news and weather updates.
- DO NOT** touch electrical equipment if you are wet or standing in floodwater.
- DO NOT** go swimming or boating in swollen rivers.
- DO NOT** walk or drive through flooded areas.
- DO NOT** cross streams when water levels are already above the knee.

FLOOD PREPAREDNESS TIPS

AFTER | Stay alert and keep safe

- Leave the evacuation area only when authorities say it is safe to return home.
- Report fallen trees and electric posts to proper authorities.
- Check for wet or submerged electrical outlets and appliances before turning on electricity.
- Check your house for possible damages and repair as necessary.
- Make sure that the food and water for drinking are not contaminated by flood water.
- Throw away rainwater in cans, pots, and tires to prevent breeding of mosquitos.

"We cannot stop natural disasters but we can arm ourselves with knowledge so many lives wouldn't have to be lost if there was enough disaster preparedness"

Petra Nemcova

Flood safety flyer

LANDSLIDE SAFETY TIPS

BEFORE KNOW THE HAZARDS IN YOUR AREA

- Understand the landslide-prone areas and the early warning signs of impending landslides.
- Monitor the news for weather updates, warnings, and advisories.
- Prepare your family's Emergency Go Bag containing items needed for survival.
- Know the location of the evacuation site and the fastest and safest way to get there.
- When notified, immediately evacuate to safer grounds.

DURING STAY IN A SAFE AREA AND BE ALERT

- When inside a house or building and evacuation is not possible, stay inside and get under a sturdy table.
- When outside, avoid affected areas and go to a safer place.
- When landslides cannot be avoided, protect your head.
- When driving, do not cross bridges or damaged roads.

AFTER MONITOR THE SITUATION AND STAY

- After monitoring the situation and staying, leave the evacuation area only when authorities say it is safe.
- Avoid landslide-affected areas.
- Watch out for possible flash floods due to the clogging of creeks or rivers.
- Check for missing persons and report them to the authorities.
- Bring the injured and sick to the nearest hospital.
- Check your house for possible damage and repair it as necessary.
- Report fallen trees and electric posts to the proper authorities.

TYPHOON SAFETY TIPS

BEFORE

- Be updated with weather reports
- Stock adequate food and water
- Repair damaged areas of the house
- Keep portable light source within reach
- Secure pets in a safe place
- Bring your Emergency Go Bag when evacuating

DURING

- Keep an eye on hazardous materials. Objects that may start fire or are fragile should be stored in dry and safe places.
- Don't walk in floodwaters. Avoid immersing any body parts in floodwaters to avoid acquiring diseases and wounds.
- Stay inside the house. Stay inside the house to avoid getting hit by flying debris.
- Be updated with weather reports. Listen to news updates, especially those concerning your area.
- If unclean, boil water for 20 minutes. If water available is not safe, boil water and store in a clean container with cover.

AFTER

- Make sure the house is safe and free from wild animals when entering.
- Watch out for power sources immersed in water.
- Report damaged and fallen electrical cables and posts.
- Avoid water accumulating in an open container to avoid mosquito breeding.

LANDSLIDE / TYPHOON TIPS