



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
 Field Office VII
 Corner M.J. Cuenco and Gen. Maxilom Ave., Cebu City

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

RFQ No. : DSWD7-2024-1662
 Date : December 9, 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 and Latest Income Tax Return** 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 **December 13, 2024 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 **within 30 days calendar from receipt and conformity of P.O.**
- Place of Delivery: **please refer to Annex A**
- 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: _____


CHARL ALBERT J. TORREFIEL
 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 DSWD7-2024-1662 ✓
 Date: December 9, 2024 ✓

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost																								
1	100,000	piece	Supply and Delivery of Rice Plastic Bag (For 6 kgs Rice Pack)																												
			<table border="1"> <tr> <td>Material</td> <td>Low Density Polyethelene (LDPE) Transparent ✓</td> </tr> <tr> <td>Inside Dimension</td> <td>Length: 508mm (+/- 5% variance) Width: 305mm (+/- 5% variance)</td> </tr> <tr> <td>Thickness</td> <td>At least 100 microns ✓</td> </tr> <tr> <td>Seaming</td> <td>Bottom Seam: 10mm (+/-5%) ✓</td> </tr> <tr> <td>Seal Width</td> <td>Bottom Sealed: 2mm from Seaming (+/-10%) ✓</td> </tr> <tr> <td>Packaging</td> <td>Packed by 500 pcs ✓</td> </tr> <tr> <td>Print & Marking Requirements</td> <td>Must include DSWD Print & Markings. Note: Supplier to submit sample for approval. ✓</td> </tr> <tr> <td rowspan="2">Documentary Requirements</td> <td>Halal Certified manufacturer. Provide a copy of valid Halal Certification. ✓</td> </tr> <tr> <td>Certificate of Analysis (solvent retention result, oxygen & water vapor transmission rate, coefficient of friction, leak testing result, bond & seal strength result) and migration test per FDA requirement.</td> </tr> <tr> <td>Samples</td> <td>Supplier to provide Printed samples for machine testing, evaluation and approval by End-user.</td> </tr> <tr> <td rowspan="4">Other Requirements</td> <td>Damaged or defective items/goods shall be replaced within 7 calendar days upon receipt by the supplier of the notice to replace from the VDRC.</td> </tr> <tr> <td>Replacement period for damaged or defective items/goods shall be within 1 year from the delivery date. ✓</td> </tr> <tr> <td>The supplier has an existing Cebu-based storage facility for swift delivery, and replacement of rejected deliveries as per contractual terms. ✓</td> </tr> <tr> <td>Supplier must provide manual labor to unload and palletize the goods upon delivery. ✓</td> </tr> </table>	Material	Low Density Polyethelene (LDPE) Transparent ✓	Inside Dimension	Length: 508mm (+/- 5% variance) Width: 305mm (+/- 5% variance)	Thickness	At least 100 microns ✓	Seaming	Bottom Seam: 10mm (+/-5%) ✓	Seal Width	Bottom Sealed: 2mm from Seaming (+/-10%) ✓	Packaging	Packed by 500 pcs ✓	Print & Marking Requirements	Must include DSWD Print & Markings. Note: Supplier to submit sample for approval. ✓	Documentary Requirements	Halal Certified manufacturer. Provide a copy of valid Halal Certification. ✓	Certificate of Analysis (solvent retention result, oxygen & water vapor transmission rate, coefficient of friction, leak testing result, bond & seal strength result) and migration test per FDA requirement.	Samples	Supplier to provide Printed samples for machine testing, evaluation and approval by End-user.	Other Requirements	Damaged or defective items/goods shall be replaced within 7 calendar days upon receipt by the supplier of the notice to replace from the VDRC.	Replacement period for damaged or defective items/goods shall be within 1 year from the delivery date. ✓	The supplier has an existing Cebu-based storage facility for swift delivery, and replacement of rejected deliveries as per contractual terms. ✓	Supplier must provide manual labor to unload and palletize the goods upon delivery. ✓				
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			Supplier should have at least 2 very satisfactory rating in the performance evaluation within the last 3 years. ✓				
			Delivery Site 1. VDRC Tingub Warehouse, Mandaue City 2. VDRC NRA Warehouse, Cebu City 3. DSWD Labangon Warehouse, Cebu City				
			Payment Terms Processed after complete submission of billing documents ✓				
Approved Budget for the Contract: Php 617,000.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: ADMIN/VDRC							
PURPOSE : Component of Family Food Packs for Distribution							

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


CHARL ALBERT J. TORREFIEL
 Canvasser

 Signature of Supplier / Authorized Representative
 Over Printed Name

(page 2 of 2)