



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. : DSWD7-2025-0501
Date : April 16, 2025

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 and 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) 887-9720; 233-0261; 231-2172 local 17140 or 17110 or e-mail to bac.fo7@dswd.gov.ph on or before **April 21, 2025 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 **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: _____


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)



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Field Office VII, Cebu City

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

RFQ No.: DSWD7-2025-0501

Date: April 16, 2025

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 Grocery Items				
1	1	sack	Beans, green mongo, 25 kilos/sack				
2	30	pack	Beverage, Chocolate Malt, 1 kilo/pack				
3	200	pack	Biscuit, assorted (either crackers or with fillings), at least 10 pieces/pack				
4	2	box	Canned Beef loaf, at least 150 grams/tin, 100 tins/box (non-spicy)				
5	2	box	Canned Corned Beef, at least 150 grams/tin, 48 tins/box, not "karne norte"				
6	2	box	Canned Good, Luncheon Meat, at least 150 grams/tin, 100 tins/box, non-spicy				
7	2	box	Canned Good, Sardines, at least 155 grams/tin, 100 tins/box, non-spicy				
8	2	box	Canned Good, Sausage, at least 90 grams/tin, 100 tins/box, non-spicy				
9	2	box	Canned Good, Tuna, Original/Paksiw/Mechado/Adobo at least 175 grams/can, 48 tins/box, assorted flavors (non-spicy)				
10	6	gallon	Catsup, 1 gallon, Tomato/Banana, good quality				
11	48	bar	Cheese, cheddar, 160 grams/bar				
12	80	tray	Eggs, white, Fresh, Large, 30 pcs/tray				
13	1	sack	Flour, all purpose, 25 kilos/sack, good quality				
14	30	pack	Juice, Powdered Drink, at least 250 grams/pack, orange/ pineapple/ mango/ lemon iced tea				
15	30	pack	Milk, Powdered, Full Cream, at least 900 grams per pack				
16	12	pack	Noodles, Bihon, at least 1 kilo/pack, good quality				
17	12	kilo	Noodles, Canton, Pancit, at least 1 kilo/pack, good quality				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
18	6	box	Noodles, Instant, at least 55 grams/pouch, 72/box, beef or chicken (non-spicy)				
19	6	pack	Noodles, Sotanghon, at least 1 kilo/pack, good quality				
20	12	pack	Pasta, spaghetti, 1 kilo/pack				
21	48	gallon	Oil, Cooking, 1 gallon (3.7liters), good quality, known brand in the market				
22	18	pouch	Sauce, Spaghetti, Filipino style, 1 kilo/pouch				
23	6	gallon	Soy Sauce, 1 gallon, known brand				
24	1	sack	Sugar, Brown, Centrifugal(Central), 50 kls/sack				
25	1	sack	Sugar, refined , white - 50 kgs/sack				
26	6	gallon	Vinegar, 1 gallon, good quality				
27	60	bottle	Shampoo, for normal hair, anti-dandruff, at least 170 ml per bottle				
28	60	piece	Soap, bath, germicidal/moisturizer, at least 135 grams				
29	50	pack	Soap, Laundry, Powder, 1 kg/pack, scented				
30	30	bottle	Soap, Liquid, Antibacterial, Dishwashing, at least 800ml, known brand in bottle				
31	60	tube	Toothpaste, at least 150 ml				
32	12	gallon	Bleaching liquid, disinfectant various scent, 1 gallon				
33	1	piece	Can Opener- Heavy Duty, good quality				
34	1	piece	Colored Chopping board, heavy duty				
35	1	piece	Peeler - heavy duty, good quality, stainless steel				
36	1	piece	Soup Laddle long				
37	2	pack	Spoons - stainless - 20.5x 8.1 cm, 12pcs/pack				
38	1	piece	Wooden Laddle long				
39	2	piece	Kitchen Apron				
			Requirements:				
			> Canned goods must be safe and suitable for human consumption; no dents, rust and deformities; has label and must indicate the manufacturing or expiration dates.				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			> All food items must be in good quality, free from abnormal discoloration, foul smelling odor and molds.				
			> Expiration date of grocery items must be at least 6 (six) months from delivery date and egg must be at least 1 month from delivery.				
			> Delivery of all grocery items is one time only except for items: Eggs, Biscuits, and Cheese which will be delivered monthly as per advised.				
			> Delivery Point: DSWD7 - Center for Women and Children, Carreta, Cebu City.				
Total							
Approved Budget for the Contract: Php 203,041.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: PSD-CWC							
PURPOSE :				Provisions for newly rescued victims of OSEC as well as victims of trafficking in persons, sheltered at Center for Women and Children.			

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

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