



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

RFQ No. : DSWD7-2024-0471
 Date : April 8, 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 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.

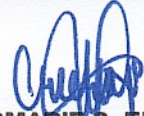
Please accomplish and submit this form together with Annex A and Bank Information to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 233-8785; 233-0261; 231-2172 local 17126 or kalahiaf7.procurement23@gmail.com on or before April 15, 2023 at 1:00 PM.

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 **on the specific date in Annex A .**
- Place of Delivery: **Vallehermoso, Negros Oriental**
- Terms of Payment: **within 30 calendar days from the completion of services and receipt of Billing Statement / Sales Invoice.**
- 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: _____


CRISMARIE S. EROJO
 Canvasser

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

 (Signature over Printed Name of Supplier /
 Authorized Representative)



Company Name: _____

RFQ No.: DSWD7-2024-0471

Company Address: _____

Date: April 8, 2024

Contact Person: _____

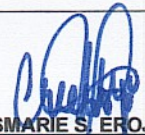
Contact No.: _____

PhilGEPS Registration No.: _____

Item 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	132	pax	Activity Title: Community Based-Training for Community Volunteers FMS Date: June 19, 2024 (Government Procurement 9184 - 1 day)				
	132	pax	Date: June 20, 2024 (Infrastructure - 1 day)				
	117	pax	Date: June 21, 2024 (Financial Management Training - 1 day)				
2	72	pax	Activity Title: Operation and Maintenance Training for O&M Groups Date: August 15, 2024				
	72	pax	Date: August 16, 2024				
3	164	pax	Activity Title: Municipal Fiduciary Review cum Project Team Meeting Date: August 22, 2024				
	164	pax	Date: September 19, 2024				
4	85	pax	Activity Title: Municipal Accountability Reporting				
			Date: October 18, 2024				
5	45	pax	Activity Title: Municipal Sustainability Planning Workshop and SET Refresher Training				
			Date: October 25, 2024				
			Venue: Vallehermoso, Negros Oriental Meals: Lunch (Packed) Snacks: AM & PM (Packed)				

Item No.	Qty	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<p>Lunch Menu:</p> <ul style="list-style-type: none"> > Rice > 2 Main Dish: (Choices of: Beef / Pork / Chicken or Fish) > Dessert (Choices of: Fruits or Cakes or Salads) > Drinks : (Choices of: at least 500 ml Bottled Water or 240ml Canned Juice or 330ml Bottled Natural Juice) <li style="padding-left: 20px;">No serving of CREAMDORY fish <li style="padding-left: 20px;">No serving of BAM-E, PANSIT or BIHON (as viand) <p>Strictly NO SOFTDRINKS & FLAVORED BOTTLED DRINKS / POWDERED JUICES</p> <ul style="list-style-type: none"> * Please specify name of dishes <p>AM / PM Snacks:</p> <ul style="list-style-type: none"> > Variation of Pasta, Noodles, Pastries, Native Kakanin i.e Suman, Puto, Biko etc., 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 or Coffee/hot Choco) <p>Strictly NO SOFTDRINKS & FLAVORED BOTTLED DRINKS</p> <ul style="list-style-type: none"> * Please specify name of dishes <p>Other Specifications:</p> <ul style="list-style-type: none"> > 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. <p>CHARGED KALAHI-CIDSS - KKB</p>				
Total:							
Approved Budget for the Contract: Php393,200.00				Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable.			
Purpose:	Provision of food for the participants of the activity.						

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


CRISMARIE S. EROJO
 Canvasser

 Signature of supplier/Authorized Representative over printed name

Company Name: _____

Activity Title: Community Based-Training for Community Volunteers FMS

Day 1: *Government Procurement 9184 (1 day)*

MENU

AM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e. Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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. _____
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) _____
or 500ml Bottled Water

PM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e. Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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) _____

Day 2: *Infrastructure (1 day)*

MENU

AM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e. Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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. _____
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) _____
or 500ml Bottled Water

PM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e. Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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) _____

Day 3: *Financial Management Training (1 day)*

MENU

AM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e. Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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. _____
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) _____
or 500ml Bottled Water

PM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e. Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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) _____

(Signature over Printed Name of Supplier/
Authorized Representative)

Company Name: _____

Activity Title: Operation and Maintenance Training for O&M Groups
Day 1:

MENU

AM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e, Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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. _____
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) _____
or 500ml Bottled Water

PM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e, Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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) _____

Day 2:

MENU

AM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e, Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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. _____
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) _____
or 500ml Bottled Water

PM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e, Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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: Municipal Fiduciary Review cum Project Team Meeting
Day 1:

MENU

AM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e, Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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. _____
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) _____
or 500ml Bottled Water

PM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e, Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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) _____

(Signature over Printed Name of Supplier/
Authorized Representative)

Company Name: _____

Day 2:

MENU

AM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e. Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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. _____
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) _____
or 500ml Bottled Water

PM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e. Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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: Municipal Accountability Reporting

MENU

AM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e. Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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. _____
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) _____
or 500ml Bottled Water

PM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e. Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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: Municipal Sustainability Planning Workshop and SET Refresher Training

MENU

AM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e. Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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. _____
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) _____
or 500ml Bottled Water

PM Snacks: (Variation of Pasta, Noodles, Native Kakanin, i.e. Suman/Puto/Biko etc., Sandwiches, i.e., Tuna/Ham & Cheese/Egg with Vegetables, etc. or Burgers 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) _____

(Signature over Printed Name of Supplier/
Authorized Representative)