



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

RFQ No. : DSWD7-2021-0045
 Date : January 7, 2021

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, Omnibus Sworn Statement for ABC above Php50,000.00, Income Tax Return for ABC above Php500,000.00 upon submission of quotation/s.

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; 232-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **January 11, 2021 at 5:00PM.**

Very truly yours,


ROSARIO P. BACONG

AO V/Head, Procurement Management Section

Terms and Conditions:

1. Award shall be made on per: item basis total quoted price lot basis
2. Quotation validity shall be not less than **60 calendar days.**
3. Good/s or Services shall be delivered **on the specified dates in Annex A**
4. Place of Delivery: **within Cebu City**
5. Terms of Payment: **within 30 days from the receipt of billing statement/Sales Invoice**
6. Liquidated Damages/Penalty: **One-tenth of one percent for everyday of delay shall be imposed.**
7. 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.
8. Warranty period, if applicable: _____


REINAFLOR C. VISTO

Canvasser

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

 Signature of Supplier/Service Provider/Authorized
 Representative over Printed Name



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

Company Name:

Company Address:

Contact Person:

Contact No.:

PhilGEPS Registration No.:

TIN:

RFQ No.: DSWD7-2021-0045

Date: January 7, 2021

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1			PROVISION OF CATERING SERVICES (PACKED MEAL AND SNACKS) Title: KM QUARTERLY MEETING				
			Menu: AM Snacks (Preferably Sandwich, Pizza or Pasta with Natural juices)				
	15	pax	Dates: April 6, 2021				
	15	pax	August 6, 2021				
	15	pax	October 5, 2021				
2			Title: SWDL-Net Quarterly Meeting				
			Menu: AM Snacks (Preferably Sandwich, Pizza or Pasta with Natural juices)				
	20	pax	Dates: February 26, 2021				
	20	pax	April 30, 2021				
	20	pax	July 9, 2021				
	20	pax	October 22, 2021				

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
3			Title: SWDL-Net Capability Building				
	30	pax	Dates: March 26, 2021				
	30	pax	June 4, 2021				
	30	pax	July 23, 2021				
	30	pax	October 15, 2021				
Details: Provision of Packed AMI snacks, Lunch, PM snacks Venue: within Cebu City Menu: Lunch and AM, PM Snacks Packed Lunch : Rice, Soup, 3 main dishes (vegetables fish, chicken and pork/beef) Dessert: (choice of fresh fruits, fruit salad or pastries like cake and natural juices Strictly No serving on cream dory fish AM/PM Snacks: Preferably Sandwich, Pizza or Pasta with Natural Juices Others: Must be Natural Juices (like lemon grass, Calamansi, Buko , Watermelon or Cucumber juice) Should be served as individual pack meals Strictly No serving of Softdrinks							
Approved Budget for the Contract: Php72,500.00 Charge to: Capability Building Section Funds End User: PSD / Capability Building Section				"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			

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

REINAFLOR C. VISTO

Canvasser

Signature of Supplier/Service Provider/Authorized

Representative over Printed Name