



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

RFQ No. : DSWD7-2021-0084  
 Date : January 21, 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.**

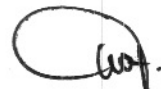
Please accomplish and submit this **form** together with **Annex A** and **Bank Information** to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 233-8785; 232-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **January 25, 2021 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 or other nearby Municipalities**
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: \_\_\_\_\_

  
**JUVAN P. BELLEZA**  
 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


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 Contact Person: \_\_\_\_\_  
 Contact No.: \_\_\_\_\_  
 PhilGEPS Registration No.: \_\_\_\_\_  
 TIN: \_\_\_\_\_

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	82	pax	<b>PROVISION OF CATERING SERVICES (PACKED MEAL AND SNACKS)</b>  SLP Provincial Project Development Officers (PDOs) Monthly Meeting  February 26, 2021 March 19, 2021 April 16, 2021 May 21, 2021 June 18, 2021 July 16, 2021 August 20, 2021 September 17, 2021 October 15, 2021 November 19, 2021 December 17, 2021				
			<b>Details:</b> *1 Meal and 2 Snacks *Packed meals shall be delivered to the venue  Venue: Within Cebu City or other nearby Municipalities				

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<b>Food:</b> *Packed Meals (Lunch and AM & PM Snacks) *Rice, Soup, 3 main dishes (vegetable, fish, chicken and pork/beef), dessert (preferably fruits) and natural juices AM/PM Snacks: Variation of pasta, bread, native snacks and natural/local juice such as calamansi, buko, etc. No serving on cream dowy fish and soft drinks. Should be served as individual pack meals.				
			Others: Service Provider to provide Menu				
Approved Budget for the Contract: Php270,600.00							
Charge to: Sustainable Livelihood Program Funds							
End User: Sustainable Livelihood Program							
<b>PURPOSE :</b> Provision of Food during the conduct of SLP Provincial Project Development Officers (PDOs) Monthly Meeting							

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

  
JUVAN P. BELLEZA  
 Canvasser

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