



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. : DSWD7-2024-0148 ✓

Date : February 16, 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 and Philgeps registration number 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 **February 20, 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 **on the specified dates in Annex A**
- Place of Delivery: AVRC II Multipurpose / Conference room/ ROC
- Terms of Payment: within 30 days from the 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: _____

REINAFLORE 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

DSWD7-2023-0148rcv



Company Name: _____
 Company Address: _____
 Contact Person: _____
 Contact No.: _____
 PhilGEPS Registration No.: _____
 TIN: _____

RFQ: **DSWD7-2024-0148** ✓
 Date: **February 16, 2024**

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				
			Title: Regional Committee on Disability Affairs (RCDA) Quarterly Meeting				
1	30	pax	March 21, 2024 (2 Snacks) Php. 200.00 per pax				
	30	pax	June 21, 2024 (2 Snacks) Php. 200.00 per pax				
	30	pax	September 25, 2024 (2 Snacks) Php. 200.00 per pax				
	30	pax	December 4, 2024 (1 Meal & 2 snacks) Php. 500.00				
			Title: Regional Federation on Persons with Disabilities (RFPWD) First Quarter Meeting.				
2	34	pax	March 22, 2024 (1 Meal & 2 Snacks) Php. 500.00				
			Title: Women with Disability Celebration				
3	35	pax	March 25, 2024 (1 Meal & 2 snacks) Php. 500.00				
			Title: 46th NDPR Week Celebration				
4	300	pax	July 15, 2024 (AM Snacks) Php. 100.00				
			Venue: AVRC II Multipurpose / Conference room/ ROC				
			Details: AM Snacks, Lunch, and PM snacks (Should serve as individual pack meals).				
			Lunch				
			<ul style="list-style-type: none"> • Packed Lunch: Rice, Soup, 3 main dishes Choices of Dishes: Beef/Pork/Chicken or Fish & 1 Choice Of Vegetables Dessert: fresh fruits or Cakes or Salads Drinks: at least 500 ml Bottled Water or 330ml Bottled natural Juice or 240ml Canned Juice 				
			Snacks:				
			<ul style="list-style-type: none"> • AM & PM Snacks: Variation of Pasta, Noodles, Sandwiches, Pastries, Burgers or Native Kakanin • Drinks: Choice of at least: 330ml Bottled Natural Juice or 240 ml Canned Juice or Hot Chocolate 				

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<div>Note: No Serving of Creamdory Fish<ul style="list-style-type: none">Strictly no serving of soft drinks, Flavored bottle drinks and powdered juicesNo serving of bam-e, Pancit or bihon as viandNo to polystyrene packaging (Styrofoam) and plastic. Use of Biodegradable/Eco-friendly packaging such as cardboard for meals/snacks</div>				
Approved Budget for the Contract: Php 97,500.00				"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: Community Based/ PWD Sector							

PURPOSE : Provision of packed meals & snacks for the participants of the activity

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

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

REINAFLO R. VISTO
 Carvasser