



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

RFQ No. : **DSWD7-2024-0459, 0460 & 0461**
 Date : **April 11, 2024**

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

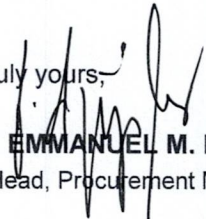
Sir/Madam:

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.

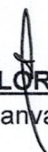
Interested supplier/s are required to submit true copies of their valid Mayor's Permit and Philgeps registration number upon submission of quotation/s.

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 **April 16, 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: **DSWD Field Office VII MJ Cuenco Avenue, Cebu City**
- 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: _____


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 | DSWD7-2024-0459, 0460 & 0461

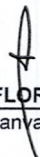
Date: April 11, 2024

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: WiSupport: Semestral Partners Coordination Meeting				
1	15	pax	Date/s: May 10, 2024				
	15	pax	November 8, 2024				
			Venue: DSWD Field Office VII MJ Cuenco Avenue, Cebu City				
			Meals: 2 Meal and 2 Snack (Php 800.00)				
			(Lunch, Dinner, AM and PM Snacks) (Individually packed)				
			Title: WiSupport: Technical Sessions for Service Providers				
2	21	pax	Date/s: May 17, 2024				
			Meals: 1 Meal and 2 Snack (Php 500.00)				
			Venue: DSWD Field Office VII MJ Cuenco Avenue, Cebu City				
			Meals: Lunch, AM & PM Snacks (Individually packed)				
			Title: WiSupport: Care for the Carers				
3	60	pax	Date/s: November 14, 2024				
			Meals: 2 Meal and 2 Snack (Php 800.00)				
			(Lunch, Dinner, AM and PM Snacks) (Individually packed)				
			Menu:				
			LUNCH / Dinner: > Rice > Soup > 2 main dishes (Choices of: Beef / Pork / Chicken or Fish) > 1 Main Dish: Vegetables > Dessert (Choices of: Fruits or Cakes or Salads) > Drinks: (Choices of: at least 500ml bottled water or 330ml bottled natural juice or 240ml canned juice) No serving of CREAMDORY fish No serving of BAM-E, PANSIT or BIHON (as viand) Strictly NO SOFTDRINKS & FLAVORED BOTTLED DRINKS & POWDER JUICES				

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			AM/PM Snacks: > Choices of: Pasta, Noodles, Sandwiches, Pastries, Burgers or Native Kakanin and Natural Fruit Juice or Hot Choco if applicable. > Drinks: (Choices of: at least 330ml bottled natural juice or 240ml canned juice or Hot Chocolate)				
			Other specifications:				
			>Service provider shall attach menu for the inclusive date upon the submission of RFQ				
			> Food must be delivered : AM Snacks(10AM to 11AM) for morning and before 3 PM to 5 PM for Dinner				
			> 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.				
Approved Budget for the Contract: Php 82,500.00				"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: ORD-STU							
PURPOSE : Provision of food 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
 Canvasser