



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. : DSWD7-2024-0572 ✓
 Date : May 6, 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 **May 10, 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 - AVRC II, Labangon, 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: _____

REINAFLO 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



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

RFQ DSWD7-2024-0572
 Date May 6, 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							
<i>Title of Activity : Flores De Mayo</i>							
1	65	pax	<i>Date : May 31, 2024</i>				
			<i>Snacks : 1 snack</i>				
<i>Title of Activity : Program Review & Evaluation Workshop (PREW)cum Work and Financial Planning Workshop (WFP)</i>							
2	50	pax	<i>Date : June 7, 2024</i>				
			<i>Meals : 1 Meal</i>				
			<i>Snacks : 2 Snacks</i>				
	50	pax	<i>Date : December 13, 2024</i>				
			<i>Meals : 1 Meal</i>				
			<i>Snacks : 2 Snacks</i>				
<i>Title of Activity : Observance of the 2024 National Disability Prevention and Rehabilitation Week</i>							
3	100	pax	<i>Date : July 17, 2024</i>				
			<i>Meals : 1 Meal</i>				
			<i>Snacks : 1 Snack</i>				
	100	pax	<i>Date : July 22, 2024</i>				
			<i>Meals : 1 Meal</i>				
			<i>Snacks : 2 Snacks</i>				
<i>Title of Activity : Sensitivity Training to Clients Family & Family Encounter</i>							
4	80	pax	<i>Date : September 25, 2024</i>				
			<i>Meals : 1 Meal</i>				
			<i>Snacks : 1 Snack</i>				
<i>Title of Activity : 50th Foundation Day Celebration</i>							
5	150	pax	<i>Date : September 30, 2024</i>				
			<i>Meals : Lunch , Dinner</i>				
			<i>Snacks : 1 Snack</i>				

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
Title of Activity : Dialogue with Boarding House Owner							
6	20	pax	Date : November 8, 2024				
			Meals : 1 Meal				
			Snacks : 1 Snack				
			Venue: DSWD - AVRC II, Multi-purpose Hall/ Covered Court, Labangon, Cebu City				
			Details: AM Snacks, Lunch, Dinner, And PM Snacks (Should serve as individual pack meals)				
			<u>Lunch or Dinner Menu:</u>				
			> Rice				
			> Soup				
			> 3 Dishes : (Choices of: Beef / Pork / Chicken or Fish)				
			> 1 Dish : Vegetables				
			> Dessert (Choices of: Fruits or Cakes or Salads)				
			> Drinks : (Choices of: at least 500 ml Bottled Water or 330ml Bottled Natural Juice or 240ml Canned Juice)				
			<u>AM / PM Snacks:</u>				
			> Choices of : Pasta, Noodles, Sandwiches, Pastries, Burgers or Native Kakanin				
			> Drinks : (Choice of at least: 330ml Bottled Natural Juice or 240ml Canned Juice or Hot Chocolate)				
			No Serving of Creamdory Fish				
			Strictly NO SOFTDRINKS & FLAVORED BOTTLED DRINKS & POWDER JUICES				
			No serving of Bam-e, Pancit or bihon as viand				
			No to polystyrene packaging ((Styrofoam) and plastic. Use of Biodegradable/Eco-Friendly packaging such as cardboard for meals /snacks				
Approved Budget for the Contract: Php 291,500.00				"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: Area Vocational Rehabilitation Center II							
PURPOSE : For 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

REINAFLORES C. VISTO
Carvasser