



REQUEST FOR QUOTATION

Negotiated Procurement - Small Value Procurement

RFQ No. : DSWD7-2020-1122

Date : October 8, 2020

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 (OSS) for ABC above Php 50,000.00 and Income Tax Return for ABC above Php 500,000.00 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 October 12, 2020, 5:00 PM.

Very truly yours,

Handwritten signature of Rosario P. Bacong
ROSARIO P. BACONG
AO V/Head, Procurement Management Section

Terms and Conditions:

- 1. Award shall be made on per: [] item basis [x] total quoted price [] lot basis
2. Quotation validity shall be not less than 60 calendar days.
3. Good/s or Services shall be delivered upon actual date upon receipt of Purchase Order.
4. Place of Delivery: DSWD Field Office VII, Cebu City
5. Terms of Payment: within 30 calendar 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: _____

Handwritten signature of Mateo Nalo
MATEO NALO
Carvasser

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

(Signature over Printed Name of Supplier / Authorized Representative)

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

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

RFQ No.: DSWD7-2020-1122
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Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			CATERING SERVICES for SLP RMPT Meeting (Virtual)				
			DATE				
	22	pax	October 14, 2020 Cebu Province (2 Packed Meals and 2 Snacks)				
	22	pax	October 15, 2020 Negros Oriental Province and Siquijor (2 Packed Meals and 2 Snacks)				
	22	pax	October 16, 2020 Bohol Province (2 Packed Meals and 2 Snacks)				
			Venue: DSWD Field Office VII				
			Participants: RPMO and Provincial Staff & officers				
			Details: Packed Meals (Lunch & Dinner), AM Snacks & PM Snack Packed Lunch/Dinner: 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. Others: Purified Drinking Water/Softdrinks Should be served as individual pack meals NO serving of CREAM DOWRY FISH				
Approved Budget for the Contract: Php 52,800.00							
Charge to:							
End User: Sustainable Livelihood Program							
PURPOSE : SLP RPMT Meeting (Virtual)							
Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable.							

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

Signature over Printed Name of Supplier / Authorized Representative

MATEO NALO

Canvasser