



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. : DSWD7-2021-1302

Date : November 4, 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/Business Permit, Philgeps Registration Number and Latest Income Tax Return (ITR) for Approved Budget for the Contract (ABC) above Php500,000.00 upon submission of quotation. An Omnibus Sworn Statement (OSS) shall be required prior to award for ABC above Php50,000.00.

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; 233-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **November 9, 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: BFP Talisay Training Center, Talisay City Cebu

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: _____


MARK ALVIN LONGAKIT

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 No. **DSWD7-2021-1302**
 Date: **November 4, 2021**

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 (PACKED MEALS AND SNACKS)				
			Title: Lecture and Simulation on Search and Rescue Retrieval Operations				
1	20	pax	Date: December 8-10, 2021				
			Venue: BFP Talisay Training Center, Talisay City Cebu Provisions: Packed 3 Meals with 2 Snacks x 3 days Details: Breakfast, Lunch, Dinner, AM snacks and PM snacks (Should serve as individual pack meals) Breakfast as the first provision and Dinner on the last day as last provision Menu: Breakfast, Lunch, Dinner Packed Breakfast: Rice, Soup, 3 main courses (choice of chicken, beef, fish), 1 dessert (preferably fruits), Drinks (coffee or hot chocolate) Packed Lunch/Dinner: Appetizer, Rice, Soup, 3 main dishes (vegetable, fish, chicken and beef) Dessert (choice of fresh fruits, fruit salad or pastries like cake) and natural juices Strictly NO serving of cream dory, powder juice and soft drinks AM/PM Snacks: Preferably Sandwich, Pizza or Pasta with Natural juices Others: Must be Natural Juices (like Lemon grass, Calamansi, Buko, Watermelon or Cucumber juice) Flowing Coffee/ Purified Drinking Water Strictly NO serving of soft drinks Other Requirements: Use of bento box, tightly packed; Must provide water dispenser in the venue and enough disposable glass (not plastic) Must provide coffe (3in all) in the venue with enough disposable cups and wood steerer				
Approved Budget for the Contract: Php 66,000.00				"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: DRMD - Disaster Response Management Division							

PURPOSE : Provision of Food during the conduct of Lecture and Simulation on Search and Rescue Retrieval Operations

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

MARK ALVIN LONGAKIT
 Canvasser

 Signature of Supplier/Service
 Provider/Authorized Representative