



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. : DSWD7-2022-1510  
 Date : September 6, 2022

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 **September 12, 2022 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: DSWD FO VII, M.J Cuenco Ave., cor. Gen. Maxilom Ave., Carreta, Cebu City
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: \_\_\_\_\_

  
**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



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 TIN: \_\_\_\_\_

RFQ | **DSWD7-2022-1510**  
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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
			<b>PROVISION OF CATERING SERVICES (PACKED 1 MEAL AND 2 SNACKS)</b>				
			<b>Property and Supply Monitoring and Recording Enhancement Training Activity</b>				
<b>1</b>	<b>120</b>	<b>pax</b>	<b>September 14, 15 and 16, 2022</b>				
			<b>1 meal and 2 Snacks @Php 500/pax x 40 pax x 3 days</b>				
			Venue: DSWD FO VII, M.J Cuenco Ave., cor. Gen. Maxilom Ave., Carreta, Cebu City				
			<b>Lunch</b>				
			*Rice, Soup, 3 main dishes( Vegetable, Fish not creamdory Chicken and Pork/ Beef <b>Dessert</b> (Choice of fresh fruits, Fruit Salad or Pastries like cake) and Natural Juices				
			<b>AM/PM Snacks</b>				
			Preferably Sandwich or Pasta with Natural juices <b>Others:</b> Natural Juice like Lemon grass , Buko, Lemon, Watermelon or Calamansi juice. (Strictly No Softdrinks) <b>Should served as individual packed meals</b>				
<b>60approved Budget for the Contract: Php60,000.00</b>				<b>"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.</b>			
End User: <b>Property and Supply Section</b>							

**PURPOSE :** Provision of food for the participants of the meeting.

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

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

  
**REINAFIOR C. VISTO**  
 Carvasser