



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. : DSWD7-2022-1544
 Date : September 13, 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. An Omnibus Sworn Statement is required for submission prior to award.

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 19, 2022 at 5:00PM.**

Very truly yours,


ROSARIO P. BACONG
 AO VI/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: Area Vocational Rehabilitation Center II, Labangon, 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: _____


REINAFLO R. 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: _____

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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
			PROVISION OF CATERING SERVICES (PACKED MEAL AND SNACKS)				
			Standard First Aid Training				
1	60	pax	October 18, 2022 (AM & PM Snacks, Lunch) 500.00 per pax				
2	60	pax	October 19, 2022 (AM & PM Snacks, Lunch) 500.00 per pax				
3	60	pax	October 20, 2022 (AM & PM Snacks, Lunch) 500.00 per pax				
			Venue: Area Vocational Rehabilitation Center II, Labangon, Cebu City				
			Details: Lunch, AM & PM Snacks (Should be served as individual packed)				
			AM/PM Snacks: Variation of Pasta, Burgers, Pastries, or Native Kakanin Drinks: (Choice of: at least 330ml Bottled Natural Juice or 240ml Canned Juice or Hot Chocolate) Strictly NO SOFTDRINKS & FLAVORED BOTTLED DRINKS & POWDER JUICES				
			Lunch: *Rice, Soup, 2 main dish., 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 330 ml 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				
			> Service provider must attached Menu upon submission of Request for Quotation (RFQ).				
			> Food must be delivered between 9:00AM to 11:00AM.				
			> Service provider must bring the Delivery Receipt, Sales Invoice or Billing Statement and Menu upon delivery to fast tract the processing of payment.				
			> Service provider must inform the End-user ahead of time for any changes in the menu prior to delivery.				
			> End-user will inform the service provides at least three (3) days prior to the conduct of of activity				
Approved Budget for the Contract: Php90,000.00							
End User: AVRC II				"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			

PURPOSE : Provision of food for the participants of the said activities.

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