



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. : DSWD7-2022-1969
 Date : December 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, Philgeps Registration Number** upon submission of quotation/s. An **Omnibus Sworn Statement** is required 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; 233-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **December 19, 2022 at 9:00AM.**

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 December 20, 21 & 27 2022**
- Place of Delivery: **DSWD Field Office VII, Carreta, Cebu City**
- Terms of Payment: **within 30 days from the receipt of billing statement.**
- 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: _____


BONAPARTE D. CASEÑAS II
 Canvasser

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

 (Signature over Printed Name of Supplier / Service
 Provider / Authorized Representative)



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

Company Name _____
 Company Address _____
 Contact Person _____
 Contact No. _____
 PhilGEPS Registration No.: _____
 Tin Number: _____

RFQ No. DSWD7-2022-1969
 Date: December 13, 2022

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			PROVISION OF CATERING SERVICES				
			Provision of Technical Assistance and Preparation of Annual Client Satisfaction Measurement Survey Report (ACMSMR) Dates: December 20, 21 & 27. 2022 Venue: Regional Operations Center, DSWD Field Office VII, Carreta, Cebu City				
1	46	pax	December 20, and 21, 2022 Lunch and AM Snacks (Individual Packed)				
2	46	pax	December 27, 2022 Lunch, AM and PM Snacks (Individual Packed)				
			Lunch Menu: * Rice, Soup * 2 main dishes: Choices of: Pork/Chicken or Fish) * 1 side dish: Vegetables * Dessert: Choices of fresh fruits, fruit salad or cakes * Drinks: 330 ml canned juice Strickly No serving of cream dory fish, powder juice and softdrinks				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost	
			AM/PM Snacks: > Choices of: Pasta, bread, pastries and native snacks > Drinks: Natural/local juice (like Lemon Grass, Buko and Cucumber) Strickly No serving of powder juice and soft drinks					
			Other Specifications: > Service provider shall attached menu for the inclusive dates upon the submission of RFQ > Food must be delivered between 9:00 AM to 11:00 AM. > Service provider must provide SOA and menu on the last day of the activity. Payment is within 30 days after receipt of complete set of supporting documents.					
Total:								
Approved Budget for the Contract: Php 59,800.00				Note:				
End User: ORD-ARTU				"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.				
PURPOSE : Provision of Technical Assistance and Preparation of Annual Client Satisfaction Measurement Survey Report (ACSMSR)								

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


BONAPARTE D. CASEÑAS II
 Canvasser

Signature of Supplier / Authorized Representative Over
 Printed Name