



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. : DSWD7-2023-0379
 Date : March 9, 2023

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.f07@dswd.gov.ph on or before **March 13, 2023 at 5:00PM.**

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 March 17 & 18 2023**
- 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. DSWD7-2023-0379

Date: March 9, 2023

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				
1	55	pax	Title of Activity: SSS Orientation Dates: March 17, 2023 Meals: Lunch (Packed) Snacks: AM & PM (Packed)				
2	25	pax	Title of Activity: Dialogue with boarding house owner Date: March 17, 2023 Meals: Lunch (Packed) Snacks: AM (Packed)				
3	27	pax	Title of Activity: STC Officers Leadership Capability cum Project Planning Date: March 18, 2023 Meals: Lunch (Packed) Snacks: AM & PM (Packed)				
			Lunch Menu: * Rice * Soup * 2 Dishes: (Choices of: Beef / Pork / Chicken or Fish) * 1 Dish: Vegetables * Dessert (Choices of: Fruits or Cakes or Salads) * Drinks: (Choices of: at least 500 ml bottled Water or 330ml Bottled Natural Juice or 240ml Canned Juice) * No Serving of CREAMDORY fish * No Serving of BAM-E, PANSIT or BIHON (as viand) * Strickly NO SOFTDRINKS & FLAVORED BOTTLED DRINKS & POWDER JUICES				

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, Noodles, Sandwiches, Pastries, Burgers or Native Kakanin > Drinks: Choice of at least: 330ml Bottled Natural Juice or 240ml Canned Juice or Hot Chocolate) Strickly No SOFTDRINKS & FLAVORED BOTTLED DRINKS & POWDER JUICES				
			Other Specifications: > Service provider shall attached MENU upon Submission of Request for Quotation (RFQ) > Food must be delivered between 9:00 AM to 11:00 AM. > Service provider must bring the Delivery Receipt, Sales Invoice or Billing Statement and Menu upon Delivery to fast track the processing of payments > Service Provider must inform the End-user ahead of time for any changes in the menu prior to the delivery. > End user will inform the service provider at least three (3) days prior to the conduct of meeting.				
Total:							
Approved Budget for the Contract: Php 51,000.00				Note:			
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 partipants of the Activities							

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