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. : DSWD7-2021-0202A
Date : February 19, 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 Permit, Philgeps registration number, Omnibus Sworn Statement for ABC above Php50,000.00, Income Tax Return for ABC above Php500,000.00 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 **February 23, 2021 at 12:00NN.**

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, 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

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.: **DSWD7-2021-0202A**
Date: **February 15, 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 LUNCH AND 2 SNACKS)				
1	310	pax	**Title: DSWD 70th Anniversary Celebration**				
			March 5, 2021				
			Venue: DSWD FOVII				
			Details: Meals Lunch , AM Snack & PM Snack				
			Lunch: Rice, Soup, 3 main courses (choices of Beef/Chicken/Fish & Vegetables only, no pork) (fish is not cream dory)				
			Dessert / Fresh Fruits				
			Drinks: Natural Fruit Juice & Bottled Water				
			AM/PM Snacks: Variation of pasta, Sandwiches and Pastries (no pork), Native Kakanin and Natural Fruit Juices				
			Strictly NO SOFTDRINKS				
			Others:				
			> Service provider will provide Menu upon completion of the RFQ.				
			> Food must be delivered between 9AM to 11AM for the AM Snack & Lunch and 2PM to 3PM for the PM Snack.				
			> Service provider must follow the selected menu (based from the menu provided) by the end-user and inform them at hand for any changes prior to delivery.				
			> Should be served as individual packed meal				

Approved Budget for the Contract: Php155,000.00

End User: **Office of the Assistant Regional Director for Administration**

"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.

PURPOSE : **Meal provision for the attendees of the (Regional) DSWD 70th Anniversary Celebration.**

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

REINAFLOR C. VISTO
Canvasser

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