



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. : DSWD7-2021-0353A
 Date : March 26, 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 **March 30, 2021 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: 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: _____

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 DINNER)							
Title: SLP Regional Project Management Team (RPMT) Meeting							
1	32	pax	April 8, 2021				
2	32	pax	May 12, 2021				
3	32	pax	June 9, 2021				
4	32	pax	July 8, 2021				
5	32	pax	August 12, 2021				
6	32	pax	September 8, 2021				
7	32	pax	October 14, 2021				
8	32	pax	November 11, 2021				
9	32	pax	December 9, 2021				
			Venue: Cebu City				
			Meals: Packed Dinner				
			*Dinner				
			*Rice, Soup, 3 main dishes (vegetable, fish, chicken and pork/beef), dessert (preferably fruits) and natural juices				
			Others: Flowing Coffee / Purified Drinking Water; Should be served as individual meals/plated;				
			No serving of cream downy fish and softdrinks				
Approved Budget for the Contract: Php 84,600.00							
End User: Sustainable Livelihood Program (SLP)			<p>"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.</p>				
PURPOSE : Provision of Food during the conduct of SLP Regional Project Management Team (RPMT) Meeting							

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

REINAH LOR C. VISTO
Caterasser

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