



**REQUEST FOR QUOTATION
 NP-SMALL VALUE PROCUREMENT**

RFQ No. : DSWD7-2021-0454
 Date : April 05, 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 **April 12, 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: **Brgy. Yati Liloan, Cebu**
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

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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 LUNCH) | | | | |
| | | | Title: Cebu Cluster IV Quarterly Meeting | | | | |
| 1 | 69 | pax | Date: April 26, 2021 | | | | |
| 2 | 69 | pax | Date: May 14, 2021 | | | | |
| 3 | 69 | pax | Date: August 13, 2021 | | | | |
| 4 | 69 | pax | Date: November 12, 2021 | | | | |
| | | | Venue: Brgy. Yati, Liloan, Cebu | | | | |
| | | | Meals: Packed Lunch | | | | |
| | | | Lunch Menu: | | | | |
| | | | > Rice , Soup, 2 main dishes (choices of Beef/Pork/Chicken/Fish (fish is not cream dory)) | | | | |
| | | | > 1 main dish : Vegetables | | | | |
| | | | > Dessert : Fruits (in replacement of drinks) | | | | |
| | | | Strictly NO SOFTDRINKS | | | | |
| | | | Other Specs: | | | | |
| | | | > Service provider will provide Menu upon completion of the RFQ. | | | | |
| | | | > Food must be delivered between 10AM to 11AM. | | | | |
| | | | > 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. | | | | |
| Approved Budget for the Contract: Php 82,800.00 | | | | | | | |
| End User: | PANTAUID PAMIL YA | | | "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable. | | | |

PURPOSE : Provision of Food during the conduct of Cebu Cluster IV Quarterly Meeting
Note: Procurement procedure in accordance with DSWD-Memorandum Circular No. 2, Series of 2007.

REINAF LOR C. VISTO
Canvasser

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