

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Note: Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at [www.philgeps.gov.ph](http://www.philgeps.gov.ph) and register for free."

**RFQ No.:** 23- 1969 -NP-SVP  
**Date:** 21 Dec 2023

Company Name:

Company Address:

Contact Person:

Contact No.:

PhilGEPS Reg. No.:

Company TIN:

Item No.	Qty.	Unit	Purchaser's Specifications	Bidder's Specifications (Please fill out the detailed specifications in the space provided)	Unit Cost	Total Cost
	LOT 1		SUPPLY AND DELIVERY OF:			
	1	lot	Construction of Daily Kitchen of RRCY			
		EARTHWORKS				
	2	cu.m.	Excavation			
	2	cu.m.	Earthfill			
	2	cu.m.	Gravel Fill			
	2	cu.m.	Compaction / Grading			
	1	lot	Labor Expenses			
		STRUCTURAL and ARCHITECTURAL WORKS				
	45	bd.ft.	Cocolumber assorted sizes			
	1	keg	Common Nails No. 4"			
	1	keg	Common Nails No. 3"			
	1	keg	Common Nails No. 2"			
	15	sheets	Plywood 1/2"			
		Concrete Works				
	50	bags	Portland Cement			
	10	cu.m.	Wash Sand			
	8	cu.m.	3/4" Crushed Gravel			
	160	length	Def. Bars 10mm. X 6m.			
	115	length	Def. Bars 12mm. X 6m.			
	2	roll	GI Tie Wire Guage 16			
		Truss Works, Ceiling, Column and Roofing				
	28	l.m	0.5mmthk Ribtype Colored Roof			
	15	lgth	2"X4"X1.5 Purlins			

	8	lgth	2"x6"x 1.5 C-Rafter			
	55	l.m	End/Wall Flashing			
	1	lot	Consumables			
		Masonry Works				
	720	pcs	4" CHB			
	80	bags	Portland Cement			
	6	cu	Wash Sand			
		Painting Works				
	15	bags	Skimcoat			
	8	galons	Flat Latex			
	8	galons	Semi Gloss			
	1	lot	Consumables			
		Tile Works				
	105	PCS	60 X 60 CERAMIC TILES			
	5	bags	TILE ADHESIVE			
	1	cu.m.	Wash Sand			
	13	bags	Portland Cement			
	1	lot	Labor Expenses			
		ELECTRICAL and PLUMBING WORKS				
	1	lot	Wirings, switches and conduits			
	1	lot	Electrical accessories and lightings			
	1	lot	PVC Pipes and other plumbing accessories			
	1	lot	Consumables			
	1	lot	Labor Expenses			
	INDIRECT COST BREAKDOWN					
	1	lot	Contractor's Profit (10% of EDC)			
	1	lot	Taxes (5% of EDC + OCM)			
	1	lot	Contingency (3%)			
			as per attach;			
			POW/Cost			
			Engineering Drawings			
			*****NOTHING FOLLOWS*****			
			Approved Budget for the Contract			
			(ABC): PhP 593,968.24			

**PURPOSE:**

Protective Services Division - Proposed Daily Kitchen for RRCY

**PR No.** 2023-12-1969

**IMPORTANT:** The winning bidder **MUST SIGN** the original copy of Purchase Order (P.O) upon receipt of the P.O. **FAILURE** to sign the original P.O means that the bidder is not interested and will be a ground for suspension or blacklisting in DSWD's future biddings.

**ARNEL V. RADAZA**  
Procurement Officer

\_\_\_\_\_  
**Supplier**  
Signature over Printed Name

Company Name: \_\_\_\_\_  
Company Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
Philgeps Reg. No. : \_\_\_\_\_  
Company TIN: \_\_\_\_\_

RFQ No. 23- 1969 -NP-SVP  
Date: 21-Dec-23

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 basis for non – compliance. Also, 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.

**As a condition for award, you will be required to submit the following documentary requirements:**

- \* Accomplished Quotation (for goods or infra)/Proposal (for consulting)
- \* Mayor's Permit
- \* PhilGEPS Registration No.
- \* PCAB license (for infra)
- \* Income/Bussines Tax Returns for Contract with an ABC amounting above Php. 500k
- \* Notarized Omnibus Sworn Statement for contracts with an ABC amounting to above Php. 50,000.00

**Note:**Submission of PhilGEPS Platinum Certificate of Registration and Membership is acceptable in lieu of the Mayor's Permit and PhilGEPS Reg. No.

Please accomplish and submit this form together with Annex A and all the required documents to DSWD – Procurement Unit, DSWD Field Office 10, Masterson Avenue, Upper Carmen, Cagayan de Oro City or email it to [bac.fo10@dswd.gov.ph](mailto:bac.fo10@dswd.gov.ph) not later than **5:00 PM on December 27, 2023**. Quotations submitted to different email address as stated above shall not be considered for evaluation.

Very Truly Yours,

**ARNEL V. RADAZA**  
DSWD 10 Procurement Officer

**Terms and Conditions:**

1. Award shall be made on per: ☐ Item Basis ☒ Total Quoted Price ☐ Lot Basis
2. Quotation validity shall be: **6 Months**
3. Goods/Services shall be delivered/conducted within **15-30 working days upon receipt of PO**
4. Place of Delivery **DSWD Field Office 10**
5. Terms of Payment: **15-30 days after the inspections**

Payment through LDDAP-ADA (List of Due and Demandable Accounts Payable-Advice to Debit Account).

Account Name: \_\_\_\_\_

Account Number: \_\_\_\_\_

Bank Name: \_\_\_\_\_

**\*Note: Non Land Bank of the Philippines accounts shall be charged a service fee.**

6. Liquidated Damages/Penalty: *In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.*

7. For goods, please indicate brand, model and country of origin.

8. In case of discrepancy between unit cost and total cost, unit cost shall prevail.

9. Please indicate Warranty \_\_\_\_\_

10. In case of a tie, the contract shall be awarded to the supplier or service provider who first submitted its quotation.

11. NOTE: "Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at [www.philgeps.gov.ph](http://www.philgeps.gov.ph) and register for free."

**ARNEL V. RADAZA**  
Procurement Officer

\_\_\_\_\_  
**Supplier**  
Signature over Printed Name

Republic of the Philippines  
**Department of Social Welfare and Development**  
Field Office No. 10  
Cagayan de Oro City

**PROOF OF RECEIPT**

**Quotation No:** 23- 1969 -NP-SVP  
**Items:** Construction of Daily Kitchen of RRCY  
**Purpose:** Protective Services Division - Proposed Daily Kitchen for RRCY

Company Name	Representative	Position / Designation	Date	Signature

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Canvasser