

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 and register for free."

RFQ No.: 25-0166-NP-Community
Participation
Date: 2025-3-3

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
			SUPPLY AND DELIVERY OF:			
	1	pc	NITO BASKET, ROUND, MEDIUM			
	1	pc	NITO BASKET, OBLONG, MEDIUM			
	1	pc	NITO BASKET, ROUND, BANGA INSPIRED, MEDIUM SIZE			
	1	pc	NITO FRUIT TRAY, ROUND/RECTANGULAR			
	1	set	NITO PLATE, 12pcs/1 dozen per set			
	1	pc	NITO BAG			
	3	kg	DRIED FISH, DANGGIT			
	8	pack	BANANA CHIPS, LARGE, 200g			
	3	packet	BANANA CHIPS, MEDIUM, 100g			
	3	jar	CRAB PASTE, 250g			
	2	jar	KRILL SALTED SHRIMP, 250g			
	25	pack	CORN COFFEE, 50g			
	13	pack	KUTSINTA, BIKO, PUTO CHEESE			
	8	pc	NATIVE BAG			
	10	pc	CROCHET FLOWERS			
	40	pack	SEAWEED CRACKERS			
	10	pc	DODOL			
	20	pack	AMIK			
	10	btl	PALAPA			
	5	pack	CRINKLES			
	5	pack	HOPIA			
	4	btl	SPANISH SARDINES			
	10	pack	HALFMOON COOKIES			

	13	pack	TARO, 100g/pack			
	100	pack	CHICHARON, 100g/pack			
	24	pack	SIOMAI, 1kg/pack			
	12	pack	TOCINO, 1kg/pack			
	12	pack	LONGGANISA, 1kg/pack			
	30	btl	CALAMANSI JUICE, 250ml			
	5	btl	CONCENTRATED JUICE, 500ml			
	10	btl	DUHAT WINE, 750ml			
	12	pc	SILHIG LAWI			
	10	pack	TABLEA, 120g			
	20	pack	DRIED FISH, 30g			
	26	pack	DRIED SQUID, RAW, 50g/pack			
	25	pack	DRIED SQUID, COOKED, 50g/pack			
	20	pack	CASSAVA CHIPS, 20g			
	15	jar	PINEAPPLE JAM, 300g			
	3	pc	NECKLACE, LOCAL NATIVE BEADWORK			
	40	pack	PEANUTS, ROASTED, NATIVE, 250g			
	15	btl	DISHWASHING LIQUID, 1L			
	15	pack	COFFEE (ARABICA/ROBUSTA), 200g			
	20	pack	CHILI PASTE, 100ml			
	15	btl	DISHWASHING LIQUID, 350ml			
	1	pc	NITO BASKET, OBLONG, WITH 2 HANDLE, MEDIUM SIZE			
	1	pc	NITO BASKET, BIG SIZE, WITH 2 SIDE HANDLE, WITH COVER			
	12	kg	AMPALAYA			
	20	pack	DEHYDRATED FRUITS AND VEGETABLE, 25g			
	13	pack	DEHYDRATED FRUITS AND VEGETABLE, 50g			
	25	pc	RAG			
	73	btl	VINEGAR, HOME MADE SUKA			
	59	pack	PALAPA, 15g			
	13	kg	EGGPLANT (TALONG)			
	25	pack	CAMOTE CHIPS, 100g/pack			
	17	tub	MAJA BLANCA			
			***** NOTHING FOLLOWS *****			
			<i>Note: - 2025 ALUNSINA: KABUHAYAN CONVENTION AND BAZAAR IN CELEBRATION OF THE DSWD's 74TH ANNIVERSARY</i>			
			Approved Budget for the Contract			
			(ABC): PhP 67,750.00			

PURPOSE: 2025 ALUNSINA: KABUHAYAN CONVENTION AND BAZAAR IN CELEBRATION OF THE DSWD's 74th anniversary

PR No. 2025-03-0166

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 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. 25-0166-NP-CP
Date: 03-Mar-25

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 eligibility requirements:

* **ACCOMPLISHED QUOTATION, and**

Organized Community or Social Groups

LEGAL REQUIREMENTS

- a. Certificate of registration from the DTI, SEC, CDA, DA, Department of Labor and Employment, NCIP; or in the case of Civil Society Organizations, Non-Government Organizations or Peoples' Organizations that are compliant with the requirements of a CSG, registration from NGAs446 or LGUs,447 and
- b. A sworn affidavit (Appendix "1") executed by the head or its authorized representative that affirms that:
- i. none of its incorporators, officers or members is an agent or related by consanguinity or affinity up to the third (3rd) civil degree to the HoPE, a member of the BAC, the Technical Working Group (TWG) or the Secretariat, or other official authorized to process and/or approve the proposal, contract, and release of funds; and
 - ii. none of its incorporators, officers or members has a related business to the Community-based Project being procured at hand; or disclosure of the members if they have related business, if any, to the Community-based Project being procured at hand and the extent or percentage of ownership or interest therein.

TECHNICAL REQUIREMENTS

- c. Statement of all its completed contracts similar to the Community based Projects to be bid and/or list indicating the work experiences of their members that reflect the capacity to deliver the Goods, or implement the Simple Infrastructure Projects, at an equal or higher established standards. The End-user's acceptance or official receipt(s) or sales invoice issued for the completed contracts shall be attached to the Statement as proof thereof.

FINANCIAL REQUIREMENTS

- d. Photocopy or scanned copy of the bank book with complete bank account information; or a proof that it maintains books of accounts such as cash receipts journal, cash disbursement journal, general journal, and general ledger. For Organized CSG that has participated in any government Community based Project for the past two (2) years:
- e. Latest Income Tax Return (ITR) for the preceding Tax Year or for new establishments, the most recent quarter's ITR or Business Tax Return; and
- f. Updated Audited Financial Statement (AFS), which should not be earlier than two (2) years from the date of bid submission. The AFS shall be stamped received by the Bureau of Internal Revenue (BIR) or accredited and authorized institutions, or electronically received via the AFS c-submission of the BIR with a filing reference number.

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 not later than _____. Quotations submitted to different email address as stated above shall not be considered for evaluation.

5:00PM on MAR 10 2025

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. Delivery Term: **Cut-off Time for Deliveries during Office Hours**
8 AM - 4 PM - Monday to Thursday

8 AM - 12 NN - Friday

For delivery arrangements, please contact the Contract Implementation Unit to confirm the schedule.

Mai2x - 09954312982

Nadj - 09286163107

Froilan - 09519204261

6. 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.*

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

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

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

10. Please indicate Warranty _____

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

12. NOTE: "Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at


ARNEL V. RADAZA
Procurement Officer

Supplier
Signature over Printed Name

Quotation No: 25-0166-NP-CP

Items: NITO BASKET, ROUND, MEDIUM

Purpose: PROMOTIVE - SLP - Supply and Delivery of Various Products for the Conduct of 2025 Alusina: Kabuhayan Convention and Bazaar in Celebration of the DSWD's 74th Anniversary

Company Name	Representative	Position / Designation	Date	Signature

Canvasser