

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.: 25-⁰⁵⁹⁶-NP-CP
Date: APR 28 2025

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
	80	loaf	PERISHABLE, SLICED BREAD			
	400	pc	PERISHABLE, PUTO CHEESE			
	400	pc	PERISHABLE, KUTSINTA			
	400	pc	ENSAYMADA			
	50	sachet	JUICE, POWDER, LITRO PACK, 25g (charge to Reple)			
	5	gal	ICE CREAM, 4L (charge to Reple)			
	13	pc	PERISHABLE, CAKE (charge to Reple)			
	1000	pc	PERISHABLE, SUMAN suman pilit and suman bolanghoy			
	80	kg	PERISHABLE, BANANA, SABA			
	80	kg	PERISHABLE, SWEET POTATO (CAMOTE)			
	50	kg	PERISHABLE, CASSAVA			
	37	kg	PERISHABLE, BENIGNITON (charge to Reple)			
			*****NOTHING FOLLOWS*****			
			Approved Budget for the Contract			
			(ABC): PhP 53,450.00			

PURPOSE: FOOD SUPPLIES (EPHAP), CHARGE TO RRCY CMF 2025,
PR No. 2025-04-0596

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. 25- NP-CP
Date: APR 28 2025 8

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

- Certificate of registration from the DTL, 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
- A sworn affidavit (Appendix "I") executed by the head or its authorized representative that affirms that:
 - 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
 - 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

- 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.

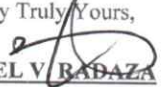
FINANCIAL REQUIREMENTS

- 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:
- 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
 - 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 e-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.

5:00 PM on MAY 05 2025
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Very Truly Yours,

ARNEL V. RADAZA
DSWD 10 Procurement Officer

Terms and Conditions:

- Award shall be made on per: ☒ Item Basis ☐ Total Quoted Price ☐ Lot Basis
- Quotation validity shall be: 6 Months
- Goods/Services shall be delivered/conducted within 15-30 working days upon receipt of PO
- Place of Delivery DSWD Field Office 10
- 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- 0596 NP-CP
Items: PERISHABLE, SLICED BREAD
Purpose: FOOD SUPPLIES (EPHAP). CHARGE TO RRCY CMF 2025.

Company Name	Representative	Position / Designation	Date	Signature

Canvasser