

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Annex A

Government Electronic Procurement  
www.philgeps.gov.ph and register for free."

RFQ No. 2023-06-1061h-NP-SVP  
Date: 11-Jul-23

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

Lot No.	Qty.	Unit	Purchaser's Specifications	Bidder's Specifications (Please fill out the detailed specifications in the space provided)	Unit Cost	Total Cost	
			<b>1 meal and 2 snacks</b> Meal Lunch Snack AM and PM snacks with drinks Proposed Venue: near respective LGU				
			<b>MUNICIPALITY</b>	<b>ACTIVITY</b>	<b>DAYS</b>		
1	96 66 59	pax pax pax	Pantao Ragat	O&M and ODM training MAR MUNICIPAL FIDU	1 1 2		
			*****NOTHING FOLLOWS*****				
			Approved Budget for the Contract (ABC): PhP 98,000.00				

PURPOSE: KC-KKB CFW CEAC Activities continuing - Pantao Ragat, LDN  
 PR No. 2023-06-1061

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

**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. -06-1061h-NP-SVP  
Date: 11-Jul-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

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 12:00 PM on July 17,2023. 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 Unit 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:** 2023-06-1061h-NP-SVP  
**Items:** 1 meal and 2 snacks  
Meal Lunch  
**Purpose:** KC-KKB CFW CEAC Activities continuing - Pantao Ragat, LDN

Company Name	Representative	Position / Designation	Date	Signature

\_\_\_\_\_  
Canvasser