

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Regional Office III  
Government Centre, Maimpis, City of San Fernando Pampanga

REQUEST FOR QUOTATION

RFQ No. 2023-01-003  
PR No.  
Mode of Proc: NP-SVP

\*Company Name: \_\_\_\_\_  
\*Company Address: \_\_\_\_\_  
\*Contact Person: \_\_\_\_\_  
\*Contact No.: \_\_\_\_\_  
\*Email Address: \_\_\_\_\_  
\*PhilGeps Reg. No.: \_\_\_\_\_

**\*REQUIRED.** To avoid bid disqualification,  
please fill out all the items accordingly.  
Indicate "N/A" if not applicable. Thank you!

**\*Title of the Project: Purchase of food items (Fresh Meats/Fish Eggs) of DSWD RO-III RRCY (CRCF) for the period January 16 to February 28, 2023.**

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 **Annex A**, please attach in your quotation, a duly notarized certification to this effect.

Interested supplier/s are required to submit copies of their **Mayor's/Business Permit**. The **Certificate of PhilGEPS Membership** may be submitted in lieu of the Mayor's/Business Permit and PhilGEPS Registration Number.

Please accomplish and submit this from together with Annex A and all the required documents to DSWD FO III - BAC Secretariat at DSWD Regional Office III, Diosdado Macapagal Government Center, Maimpis, City of San Fernando, Pampanga or **email to quotation.fo3@dswd.gov.ph** not later than **9:00AM JANUARY 11, 2023**. Quotations submitted to different email address(es) as stated above shall not be considered for evaluation. Please indicate in the subject of your email the title of the Project using this format: **[RFQ NUMBER] [DEADLINE OF SUBMISSION]**. Bids submitted must be in **pdf format** ONLY clearly scanned in a **SINGLE FILE**. Any supporting documents shall be saved in a separate pdf file.

Very truly yours,

  
JENNIFER CAMPANG MORALES  
Procurement Section Chief

**Terms and Conditions:**

- Award shall be made on per: ☐ Item Basis ☒ Lump Sum Basis
- No negative feedback/record and or delay of delivery of Service Provider within Three (3) months.
- Quotation validity shall be: Thirty (30) Calendar Day
- Good/s/Activity shall be delivered within: SEE ANNEX A for Schedule of Delivery
- Place of Delivery: DSWD RRCY, Ayala, Magalang Pampanga
- Terms of Payment: Within 30 (Thirty) Calendar Days  
Payment through LDDAP-ADA (List of Due and Demandable Accounts Payable-Advise to Debit Account).  
Account Name: \_\_\_\_\_ Account Number: \_\_\_\_\_  
Bank Name: \_\_\_\_\_ Branch: \_\_\_\_\_  
\*Note: Non-Land Bank of the Philippines accounts shall be charged a service fee.
- Liquidated Damages/Penalty: In case of failure to make full delivery within the time specified above, 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 percent (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.
- For goods, please indicate brand, model and country or origin.
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- Please indicate Warranty (If applicable): \_\_\_\_\_
- 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.

  
Irish May E. Rongavilla

PPMU

\_\_\_\_\_  
(Signature over Printed Name)  
Supplier

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) to register."

RFQ No. 2023-01-003  
Date:

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

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	Bidder's Specifications (Please fill out the detailed specifications in the space provided)	UNIT COST	TOTAL COST
			WET MARKET GOODS (Fresh Meats/Fish/Eggs)			
			A. REQUEST INFO			
			Period of Requirement: Month of January 16, 2023 to February 28, 2023			
			Delivery Location: DSWD-Regional Rehabilitation Center for Youth (RRCY) Brgy. Ayala, Magalang Pampanga			
			Delivery Frequency: Everyday Delivery at 6:30 in the morning, prior the actual every need (see breakdown below)			
			B. ITEM SUMMARY			
1	256	packs	CHICKEN MEAT: Whole, fresh individually packed as one (1) kilo per pack > Must be free from unpleasant smell > Must be plump and pinkish in color and not green/gray > Tear and bruise free			
2	96	packs	CHICKEN MEAT: BREAST, fresh individually packed as one (1) kilo per pack > Must be free from unpleasant smell > Must be plump and pinkish in color and not green/gray > Tear and bruise free			
3	76	packs	CHICKEN MEAT: Ground, fresh individually packed as one (1) kilo per pack > Must be free from unpleasant smell > Must be plump and pinkish in color and not green/gray > Tear and bruise free			
4	20	packs	CHICKEN MEAT: Liver & Gizzard, fresh individually packed as one (1) kilo per pack > Must be free from unpleasant smell > Must be plump and pinkish in color and not green/gray > Tear and bruise free			
5	94	packs	PORK LAMAN, Fresh, individually packed as one (1) kilo per pack > Must be free from unpleasant smell > Must be reddish and pinkish in color and not green/gray			
6	15	packs	PORK LIVER , Fresh, individually packed as one (1) kilo per pack > Must be free from unpleasant smell > Must be reddish and pinkish in color and not green/gray			
7	60	packs	PORK, GROUND, 15-30% FAT, Fresh, Unseasoned, individually packed as one (1) kilo per pack > Must be from the shoulder part of the pig > Must be free from unpleasant smell > Must be reddish and pinkish in color and not green/gray			
8	180	packs	PORK, LIEMPO, Fresh, individually packed as one (1) kilo per pack > Must be free from unpleasant smell > Must be free from reddish and pinkish in color and not green /gray			
9	46	kilos	FISH, TILAPIA, Fresh, preferably alive when delivered, atleast Five (5) pieces, one (1) kilo per pack > Intact Scales, Bright Red Gills, Clear eyes			
10	56	kilos	FISH, BANGUS/MILKFISH, Fresh, atleast two (2) pieces, as one (1) kilo per pack > Intact Scales, Bright Red Gills, Clear eyes			
11	45	kilos	SHRIMP,FRESH, atleast twenty (20) pieces as one (1) kilo per pack > Must be free from unpleasant smell, Clear eyes			



12	68	kilos	FISH, GALUNGGONG/GG, Fresh, atleast ten (10) pieces, as one (1) kilo per pack > Intact Scales, Bright Red Gills, Clear eyes		
14	90	trays	EGG ,CHICKEN, Whites, AGE:2-5 laid, Expiration: two (2) weeks upon delivery 45-50grams (Medium) 30pcs. per 1 tray > White, no broken shell > Age 1-5 days old > Size : Medium		
			<b>C. BREAKDOWN PER WEEK</b>		
			<b>III. WEEK 3 - JANUARY 16-21, 2023 - 1st MENU CYCLE</b>		
			<b>DATE: JANUARY 16, 2023</b> > 12 kilos PORK, LIEMPO > 8 kilos CHICKEN BREAST		
			<b>DATE: JANUARY 17, 2023</b> > 23 kilos FISH TILAPIA > 5 kls CHICKEN GROUND > 4 Tray EGGS		
			<b>DATE: JANUARY 18, 2023</b> > 16 kilos CHICKEN WHOLE > 10 kilos GALUNGGONG		
			<b>DATE: JANUARY 19, 2023</b> > 12 kilos PORK, LAMAN > 16 kilos CHICKEN WHOLE > 4 trays EGG		
			<b>DATE: JANUARY 20, 2023</b> > 10 kilos CHICKEN LIVER & GIZZARD > 5 kilos PORK LAMAN > 2 tray EGGS		
			<b>DATE: JANUARY 21, 2023</b> > 16 kilos CHICKEN WHOLE > 6 kilos PORK, GROUND > 7 trays EGG		
			<b>IV. WEEK 4 - JANUARY 22-28 - 1ST MENU CYCLE</b>		
			<b>DATE: JANUARY 22, 2023</b> > 16 kilos CHICKEN WHOLE > 5 kilos CHICKEN GROUND > 2 tray EGGS		
			<b>DATE: JANUARY 23, 2023</b> > 12 kilos PORK, LIEMPO > 8 kilos CHICKEN BREAST		
			<b>DATE: JANUARY 24, 2023</b> > 23 kilos FISH TILAPIA > 5 kilos CHICKEN GROUND > 4 trays EGG		
			<b>DATE: JANUARY 25, 2023</b> > 16 kilos CHICKEN WHOLE > 10 kilos GALUNGGONG		
			<b>DATE: JANUARY 26, 2023</b> > 12 kilos PORK, LAMAN > 16 kilos CHICKEN WHOLE > 4 trays EGG		
			<b>DATE: JANUARY 27, 2023</b> > 10 kilos CHICKEN LIVER & GIZZARD > 5 kilos PORK LAMAN > 2 trays EGG		
			<b>DATE: JANUARY 28, 2023</b> > 16 kilos CHICKEN WHOLE > 6 kilos PORK LAMAN		

			> 7 trays EGG			
			<b>V. WEEK 6 - JANUARY 29 TO FEBRUARY 4 - 2ND MENU CYCLE</b>			
			<b>DATE: JANUARY 29, 2023</b>			
			> 5 kilos SHRIMP			
			> 8 kilos PORK GROUND			
			<b>DATE: JANUARY 30, 2023</b>			
			> 12 kilos PORK, LIEMPO			
			> 16 kilos CHICKEN WHOLE			
			> 6 kilos CHICKEN BREAST			
			<b>DATE: JANUARY 31, 2023</b>			
			> 12 kilos PORK LAMAN			
			> 3 kilos PORK LIVER			
			> 10 kilos CHICKEN BREAST			
			> 5 kilos CHICKEN GROUND			
			> 2 trays EGG			
			<b>DATE: FEBRUARY 1, 2023</b>			
			> 12 kilos PORK LIEMPO			
			> 14 kilos FISH BANGUS			
			> 4 tray EGGS			
			<b>DATE: February 2, 2023</b>			
			> 12 kilos PORK LIEMPO			
			> 12 kilos GALUNGGONG			
			> 2 kilos PORK GROUND			
			<b>DATE: February 3, 2023</b>			
			> 9 kilos CHICKEN GROUND			
			> 3 tray EGGS			
			<b>DATE: February 4, 2023</b>			
			> 16 kilos CHICKEN WHOLE			
			> 5 kilos SHRIMP			
			> 4 trays EGG			
			<b>VI. WEEK 6- FEBRUARY 5-11 - 2ND MENU CYCLE</b>			
			<b>DATE: February 5, 2023</b>			
			> 5 kilos SHRIMP			
			> 8 kilos PORK GROUND			
			<b>DATE: February 6, 2023</b>			
			> 12 kilos PORK, LIEMPO			
			> 16 kilos CHICKEN WHOLE			
			> 6 kilos CHICKEN BREAST			
			<b>DATE: February 7, 2023</b>			
			> 12 kilos PORK LAMAN			
			> 3 kilos PORK LIVER			
			> 10 kilos CHICKEN BREAST			
			> 5 kilos CHICKEN GROUND			
			> 2 tray EGG			
			<b>DATE: February 8, 2023</b>			
			> 12 kilos PORK LIEMPO			
			> 14 kilos FISH BANGUS			
			> 4 tray EGGS			
			<b>DATE: February 9, 2023</b>			
			> 12 kilos PORK LIEMPO			
			> 12 kilos GALUNGGONG			
			> 2 kilos PORK GROUND			
			<b>DATE: February 10, 2023</b>			
			> 9 kilos CHICKEN GROUND			
			> 3 tray EGGS			
			<b>DATE: February 11, 2023</b>			
			> 16 kilos CHICKEN WHOLE			
			> 5 kilos SHRIMP			

			> 4 trays EGG			
			<b>VII. WEEK 7- FEBRUARY 12-18, 2023 - 2ND MENU CYCLE</b>			
			<b>DATE: February 12, 2023</b>			
			> 5 kilos SHRIMP			
			> 8 kilos PORK GROUND			
			<b>DATE: February 13, 2023</b>			
			> 12 kilos PORK, LIEMPO			
			> 16 kilos CHICKEN WHOLE			
			> 6 kilos CHICKEN BREAST			
			<b>DATE: February 14, 2023</b>			
			> 12 kilos PORK LAMAN			
			> 3 kilos PORK LIVER			
			> 10 kilos CHICKEN BREAST			
			> 5 kilos CHICKEN GROUND			
			> 2 tray EGG			
			<b>DATE: February 15, 2023</b>			
			> 12 kilos PORK LIEMPO			
			> 14 kilos FISH BANGUS			
			> 4 tray EGGS			
			<b>DATE: February 16, 2023</b>			
			> 12 kilos PORK LIEMPO			
			> 12 kilos GALUNGGONG			
			> 2 kilos PORK GROUND			
			<b>DATE: February 17, 2023</b>			
			> 9 kilos CHICKEN GROUND			
			> 3 tray EGGS			
			<b>DATE: February 18, 2023</b>			
			> 16 kilos CHICKEN WHOLE			
			> 5 kilos SHRIMP			
			> 4 trays EGG			
			<b>VIII. WEEK 8- FEBRUARY 19-25, 2023 - 2ND MENU CYCLE</b>			
			<b>DATE: February 19, 2023</b>			
			> 5 kilos SHRIMP			
			> 8 kilos PORK GROUND			
			<b>DATE: February 20, 2023</b>			
			> 12 kilos PORK, LIEMPO			
			> 16 kilos CHICKEN WHOLE			
			> 6 kilos CHICKEN BREAST			
			<b>DATE: February 21, 2023</b>			
			> 12 kilos PORK LAMAN			
			> 3 kilos PORK LIVER			
			> 10 kilos CHICKEN BREAST			
			> 5 kilos CHICKEN GROUND			
			> 2 tray EGG			
			<b>DATE: February 22, 2023</b>			
			> 12 kilos PORK LIEMPO			
			> 14 kilos FISH BANGUS			
			> 4 tray EGGS			
			<b>DATE: February 23, 2023</b>			
			> 12 kilos PORK LIEMPO			
			> 12 kilos GALUNGGONG			
			> 2 kilos PORK GROUND			
			<b>DATE: February 24, 2023</b>			
			> 9 kilos CHICKEN GROUND			
			> 3 tray EGGS			
			<b>DATE: February 25, 2023</b>			
			> 16 kilos CHICKEN WHOLE			
			> 5 kilos SHRIMP			
			> 4 trays EGG			
			<b>IX. WEEK 9- FEBRUARY 26-28, 2023 - 2ND MENU CYCLE</b>			

		<b>DATE: February 26, 2023</b>		
		> 5 kilos SHRIMP		
		> 8 kilos PORK GROUND		
		<b>DATE: February 27, 2023</b>		
		> 12 kilos PORK, LIEMPO		
		> 16 kilos CHICKEN WHOLE		
		> 6 kilos CHICKEN BREAST		
		<b>DATE: February 28, 2023</b>		
		> 12 kilos PORK LAMAN		
		> 3 kilos PORK LIVER		
		> 10 kilos CHICKEN BREAST		
		> 5 kilos CHICKEN GROUND		
		> 2 tray EGG		
		<b>D. TERMS AND CONDITIONS:</b>		
		> All prices quoted herein are valid binding and effective for <b>Two (2) months January 16 to February 28, 2023.</b>		
		> Prices quoted shall be inclusive of all cost including transportation, freight and handling other incidental expenses maybe incurred to the indicated delivery site.		
		> Supplier/Service Provider must have 10% of the quantity of each of the items stated in this request which will serve as " buffer items" in case of spoiled/rejected deliveries.		
		> The Bidder is preferably a local Supplier for in any case of complaints, the Local Supplier can immediately respond. However, in the absence of a qualified Local Supplier, a Provincial or Regional Supplier shall qualify.		
		> Provision packaging of the items is required to prevent their damage or deterioration during transit , as indicated in this contract, the packaging should be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures.		
		> Ensure no disruption of deliveries.		
		> The DSWD accepts no liability for the damage of items during transit in case of items supplied from within the Philippines or supplied by the domestic suppliers risk and title will not be deemed to have passed to the DSWD until their receipt and final acceptance at the final destination.		
		<b>E. PAYMENT TERM: TO PAYMENT</b>		
		<b>NOTE:</b>		
		> PLEASE SUBMIT YOUR BEST OFFER W/O SACRIFICING ITS QUALITY		
		> No Negative Feedback/Report and/or delay of delivery of Service Provider within Three (3) Months.		
		<b>* NOTHING FOLLOWS *</b>		
		<b>Approved Budget for the Contract: PHP 344,960.00</b>		

**PURPOSE:** Purchase of Food Items (Fresh Meats/Fish/Eggs) of DSWD ROIII Regional Rehabilitation Center for Youth (RRCY) (CRCF) for the period requirement of January 16 to February 28, 2023.

**PR No.**

**IMPORTANT:** The winning bidder **MUST SIGN** the original copy of Purchase Order (P.O) at DSWD-Regional Office III, Procurement Section within 48 hours from its issuance. **FAILURE** to show up and 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. Please carefully re-check your bid (i.e. price, technical specifications and delivery date.) DSWD Field Office III Implements a "NO MODIFICATION and NO DELIVERY EXTENSION POLICY". Thank you very much!

  
**JENNIFER C. MORALES**  
Procurement Officer

\_\_\_\_\_  
Supplier