

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Regional Office III
Government Centre, Maimpis, City of San Fernando (P)

REQUEST FOR QUOTATION

RFQ No. 2023-01-004
PR No. 2023-01-
Mode of Procurement: 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 Regional Home for Girls (RHFG) and Residential Care Facilities (CRCF's) for the period of January - February 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 Platinum 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 ☒ Lot Basis
- No negative feedback/record of End User to Service Provider within Three (3) Months.
- Quotation validity shall be: Thirty (30) Calendar Days
- Good/s/Activity shall be delivered within: See Annex A for Schedule of Delivery
- Place of Delivery: DSWD REGIONAL HOME for GIRLS SINGALAT, PALAYAN CITY
- Terms of Payment: Within Thirty (30) 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: _____
- 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 to register."

RFQ No. 2023-01-002

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 HOME for GIRLS			
			SINGALAT, PALAYAN CITY			
			Delivery Frequency: Twice a week (every Tuesday & Friday)			
			prior the actual week of need (See breakdown below)			
			B. ITEM SUMMARY			
1	136	packs	CHICKEN MEAT, QUARTER LEG PART and BREAST, FRESH ,one (1) KILO PER PACK			
			> Must be free from unpleasant smell			
			> Meat must be plump and pinkish in color and not gree/gray			
			> Tear and Bruise-free			
2	369	packs	PORK, LAMAN/LIEMPO PART, Fresh, (1) kilo per pack			
			> Must be free from unpleasant smell			
			> Meat must be reddish/ pinkish in color and not green/gray			
3	18	packs	PORK,GROUND, 10% Fat lean meat, Fresh, Unseasoned, one (1) kilo per pack			
			> Must be from the shoulder part of the pig			
			> Must be free from unpleasant smell			
			> Meat must be reddish/ pinkish in color and not green/gray			
4	45	packs	CHICKEN LIVER and GIZZARD, one (1) kilo per pack contain			
			of one half (1/2) liver and one half 1/2 Gizzard			
			> Meat must be reddish/ pinkish in color and not green/gray			
5	126	kilos	FISH, TILAPIA, FRESH, Preferably Alive when delivered, medium size, one (1) kilo per pack			
			> Intact Scales, Bright Red Gills, Clear Eyes			
6	204	kilos	FISH, BANGUS/MILKFISH, medium size, Three (3) pcs per kilo, one (1) kilo per pack			
			> Intact Scales, Bright Red Gills, Clear Eyes			
7	150	kilos	GALUNGONG, medium size 10-12 pcs per kilo, one (1) kilo per pack			
			> Fresh, Good Quality			
			> Bright Red Gills, Clear Eyes			
9	70	trays	EGG, CHICKEN, White, Age:2-5 days old, Expiration: Two (2) weeks upon delivery			
			> White, no broken shell			
			> Age: 2-5 days old			
			> Size: Medium, 45-50 grams, 30 pcs per tray			
			C. BREAKDOWN PER WEEK			
			V. WEEK III - Jan 16-19, 2023 (Delivery Due Date Jan 15, 2023)			
			>6 trays EGG			
			>5 Kilos, CHICKEN MEAT, QUARTER LEG and BREAST PART			
			>30 kilos PORK, LAMAN/LIEMPO			
			>15 kilos, CHICKEN LIVER/GIZZARD			
			>18 kilos, FISH TILAPIA			

		>15 kilos, FISH GALUNGGONG/GIGI			
		>18 kilos, FISH BANGUS			
		VI. WEEK IV- Jan 20 - 22, 2023 (Delivery Due Date Jan 19, 2023)			
		>9 trays EGG			
		>21 kilos PORK, LAMAN/LIEMPO			
		>3 kilos, PORK GROUND			
		>17 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART			
		>18 kilos, Bangus			
		VII. WEEK V - Jan 23 - 26, 2023 (Delivery Due Date on Jan 22, 2023)			
		> 6 trays EGG			
		> 5 kilos, CHICKEN MEAT, QUARTER LEG and BREAST PART			
		> 30 kilos, PORK, LAMAN/LIEMPO			
		> 15 kilos CHICKEN LIVER/GIZZARD			
		> 18 kilos, FISH TILAPIA			
		> 15 kilos, FISH GALUNGGONG/GIGI			
		>18 kilos, Bangus			
		VIII. WEEK V - Jan 27 - 29, 2023 (Delivery Due Date on Jan 26, 2023)			
		> 9 trays EGG			
		> 21 kilos PORK, LAMAN/LIEMPO			
		> 3 kilos, PORK GROUND			
		> 17 kilos, CHICKEN MEAT, QUARTER LEG and BREAST PART			
		>18 kilos, Bangus			
		IX. Week I- Jan 30-Feb 2, 2023 (Delivery Due Date on Jan 29, 2023)			
		> 12 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART			
		> 8 trays EGG			
		>30 kilos PORK, LAMAN/LIEMPO			
		>3 kilos PORK GROUND			
		> 15 kilos CHICKEN LIVER/GIZZARD			
		>15 kilos, FISH, Galunggong			
		>18 kilos, FISH TILAPIA			
		X. WEEK I - Feb 3 - 5, 2023 (Delivery Due Date on Feb 2, 2023)			
		>4 trays EGG			
		>3 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART			
		>33 kilos PORK, LAMAN/LIEMPO PART			
		> 18 kilos FISH, TILAPIA			
		>15 kilos FISH GALUNGGONG			
		X. WEEK II - Feb 6 - 9, 2023 (Delivery Due Date on Feb 6, 2023)			
		>4 trays EGG			
		>20 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART			
		>30 kilos PORK, LAMAN/LIEMPO PART			
		> 15 kilos FISH, GALUNGGONG			
		> 33 kilos FISH, BANGUS			
		> 3 kilos PORK, GROUND/GINILING			
		X. WEEK II - Feb 10 - 12, 2023 (Delivery Due Date on Feb 9, 2023)			
		>4 trays EGG			
		>20 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART			
		>30 kilos PORK, LAMAN/LIEMPO PART			
		> 18 kilos FISH, TILAPIA			
		> 15 kilos, FISH GALUNGGONG			
		XI. WEEK III - Feb 13 - 16, 2023 (Delivery Due Date on Feb 12, 2023)			
		>4 trays EGG			
		>20 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART			
		>30 kilos PORK, LAMAN/LIEMPO PART			
		> 15 kilos FISH, GALUNGGONG			
		> 33 kilos FISH, BANGUS			
		>3 kilos PORK, GROUND/GINILING			
		XII. WEEK III - Feb 17 - 19, 2023 (Delivery Due Date on Feb 16, 2023)			
		>4 trays EGG			

		>3 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART		
		>33 kilos PORK, LAMAN/LIEMPO PART		
		> 18 kilos FISH, TILAPIA		
		>15 kilos FISH, GALUNGGONG		
		XIII. WEEK IV - Feb 20 - 23, 2023 (Delivery Due Date on Feb 19, 2023)		
		>4 trays EGG		
		>20 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART		
		>30 kilos PORK, LAMAN/LIEMPO PART		
		> 15 kilos FISH, GALUNGGONG		
		> 33 kilos FISH, BANGUS		
		>3 kilos PORK, GROUND/GINILING		
		IV. WEEK IV - Feb 24 - 28, 2023 (Delivery Due Date on Feb 23, 2023)		
		>8 trays EGG		
		>11 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART		
		>48 kilos PORK, LAMAN/LIEMPO PART		
		> 18 kilos FISH, TILAPIA		
		>33 kilos FISH BANGUS		
		> 15 kilos FISH, GALUNGGONG		
		D. TERMS AND CONDITION		
		> All prices quoted herein are valid, binding and effective for two (2) months - JANUARY 16, 2023 to FEBRUARY 28, 2023		
		> Prices quoted shall be inclusive of all costs including transportation, freight and handling and other incidental expenses maybe incurred to the indicated delivery site.		
		> Supplier/service providers 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 or rejected deliveries		
		> The bidder is preferably a local supplier for in case of complaints, the local supplier can immediately respond. However, in the absence of the qualified local supplier, a Provincial or Regional Supplier shall qualify		
		> Provision for packaging of the items is required to prevent their damage or deterioration during transit to their final destination, as indicated in this contract. The packaging shall 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 the case if terms supplied from within the Philippines or supplied by domestic suppliers risk and little will not be deemed to have passed to the DSWD until their receipt and final acceptance at the final destination		
		E. PAYMENT TERM: TO PAYMENT		
		NOTE:		
		> 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.		
		* NOTHING FOLLOWS *		
		Approved Budget for the Contract: PhP 336,540.00		

Purchase of Food Items (fresh meats/fish/eggs) of DSWD Regional Home for Girls (RHFG) and Residential Care Facilities (RCRF's) for the period of January - February 2023.

PURPOSE:

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