

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

REQUEST FOR QUOTATION

RFQ No. 2023-02-036  
PR No. See Annex A  
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 GROCERIES FOR THE TWO MONTH USE OF CRCF's (AMOR VILLAGE, HAVEN, RRCY, RSCC, THFW, TLC, RHFG) CY 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](mailto:quotation.fo3@dswd.gov.ph) not later than **2:00PM February 15, 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 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
- Place of Delivery: DSWD FO III, SACOP, DMGC, Maimpis, CSFP  
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.

7. 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.

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

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

10. Please indicate Warranty (If applicable): \_\_\_\_\_

10. 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.



**Keilyn Joy Baltazar**

PPMU

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



## DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

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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
	1	LOT	GROCERIES			
	60	pack	All Purpose Cream, size: 250ml, 6 to 8 mos. expiration upon delivery			
	10	pail	Assorted Biscuits in Pail, Minimum of 4 Assortments, Size: 1.5kg, 3 to 5 months expiration upon delivery			
	360	pack	Biscuits, Flavor Filled Cracker, Asstd. Flavors, min. of 3 assortments, size: 32g/pcs, 10pcs/pack, 2-5 mos expiration upn delivery			
	200	pack	Biscuits, Plain Cracker, size: 33g/4cracker/pcs, 10pcs/pack, 2 to 5 months expiration upon delivery			
	110	pack	Breading Mix, Size: 238g, 5-6 months exp. Upon delivery			
	82	box	Broth Cubes, Chicken Flavor, 6pcs/box , 6 months to 1 year exp. Upon delivery			
	70	box	Broth Cubes, Pork Flavor, 6pcs/box , 6 months to 1 year exp. Upon delivery			
	25	box	Broth Cubes, Beef Flavor, 6pcs/box , 6 months to 1 year exp. Upon delivery			
	60	box	Broth Cubes, Shrimp Flavor, 6pcs/box , 6 months to 1 year exp. Upon delivery			
	85	bottle	Catsup, Banana Flavor, size: 2 kg/piece, 6 months exp. Upon delivery			
	90	piece	Cheese, Filled Cheese Bar, size: at least 430g/piece, 3 to 5 months exp. Upon delivery			
	106	pack	Coffee, Creamy Coffee Mix, size: 25-32g/pcs, 10pcs/pack, 6 months exp. Upon delivery			
	154	sachet/ can	Coconut Milk, 400ml, 6 months - 1 yr expiration upon delivery			
	64	tin	Cooking Oil, Pure Coconut , size: 17 liters/kgs per tin			
	100	can	Corn Kernel 420 - 425 grams, 6-9 months exp. Upon delivery			
	492	can	Comed Beef, size: 260g, 1 to 2 yrs expiration upon delivery			
	160	pack	Cupcake, Chocolate Filled Filling, size: atleast 30 grms/pc, 10pcs per pack , 2 to 5 months expiration upon delivery			
	160	pack	Cupcake, Cheese Cake, size: atleast 30 grms/pc, 10-15pcs per pack, 2 to 5 months expiration upon delivery			
	149	pack	Elbow Macaroni, size: 1kg/pack, 6-8 mos. expiration upon delivery			
	154	bottle	Fish Sauce (Patis), size: 1 Liter/bottle, 10-12 months expiration upon delivery			
	35	tub	Fortified Classic Margarine, size: 1kg, 3-5 months exp. Upon delivery			
	75	box	Fortified Powdered Milk, Size: 1200 grams, 6 to 8 months expiration upon delivery			
	20	can	Fruit Cocktail, size 3.033 - 3.06kg/can 1 to 2 years expiration upon delivery			
	80	can	Green Peas, 400-450g/can, 5-6 months exp. Upon delivery			
	198	box	Hotcake Mix, 500g, 6-8 mos. expiration upon delivery			
	275	piece	Instant Noodles, Beef, size: 55g/pc, 3-5 mos. expiration upon delivery			
	554	piece	Instant Noodles, Chicken 55g/pc, 3-5 mos. expiration upon delivery			

637	piece	Instant Pancit Canton, Calamansi, size: 75-80g/pcs, 3-5 mos. expiration upon delivery			
194	piece	Instant Pancit Canton, Spicy, size: 75-80g/pcs, 3-5 mos. expiration upon delivery			
130	pack	Iodized Salt, size: 1kg/pack			
40	bottle	Kaong, Sugar Palm Fruit in Syrup, White, size: 680grms, 1 to 2 yrs expiration upon delivery			
124	can	Liver Spread, FDA approved, size: at least 85g/can, 1 year expiration upon delivery			
614	can	Chicken Luncheon Meat, size: at least 350g, 1 to 2 years expiration upon delivery			
457	can	Mackerel in Natural Oil, size: 425g, 1 to 2 years expiration upon delivery			
50	piece	Mayonnaise, Plain, size: 1kg/piece, 4 months expiration upon delivery			
214	can	Milk, Condensed, size: 300ml/can, 7 to 15 months expiration upon delivery			
344	can	Milk, Evaporated, size: 370ml/can, 7 to 15 months expiration upon delivery			
60	bottle	Nata de Coco, Coconut Gel (Nata de Coco) Syrup, White, size: 680grms 1 to 2 yrs expiration upon delivery			
94	bottle	Oyster Sauce, size: 405g/bottle, 4 months expiration upon delivery			
50	bottle	Peanut Butter Spread, size: 490 - 500g/bottle, 6 - 8 months expiration upon delivery			
60	can	Pineapple Chunks, Size: 822g/can, 1 year expiration upon delivery			
100	can	Pineapple Juice, Size: 240ml/can, 1 year expiration upon delivery			
40	can	Pineapple Tidbits, Size: 432g - 439g/can, 1 year expiration upon delivery			
163	pack	Powdered Chocolate Milk, High Malt, size: 1.2kg, 6-8 mos. expiration upon delivery			
75	pack	Powdered Juice, Pineapple Flavored, size: 250g/pack, 6-8 mos. expiration upon delivery			
70	pack	Powdered Juice, Orange Flavored, size: 375g/pack, 6-8 mos. expiration upon delivery			
91	pack	Powdered Milk, size: 840-900g/pack, 6-8 mos. expiration upon delivery			
140	pack	Rice Noodles Bihon, Size: 454 - 500g/pack, 6-8 mos. expiration upon delivery			
45	bottle	Cheese Spread, size: 440 to 480g/bottle, 3-5 mos. expiration upon delivery			
5	bottle	Sandwich Spread, Original Flavor, size: at least 470ml/bottle, 3-5 mos. expiration upon delivery			
25	bottle	Sandwich Spread, Ham Flavor, size: at least 450-470ml/bottle, 3-5 mos. expiration upon delivery			
174	pack	Sinigang Mix, Original, Size: 44g, 4-5 mos. expiration upon delivery			
74	bundle	Seasoning Mix/Granules, 8g/pack, 16pcs/bundle, 4-5 mos. expiration upon delivery			
404	can	Sardines, in Tomato Sauce, size: 425g, 1 yr. expiration upon delivery			
194	bottle	Soy Sauce, size: 1 Liter/bottle, 10-12 months expiration upon delivery			
144	pack	Spaghetti Pasta, size: at least 900g/pack, 6-8 mos. expiration upon delivery			
149	pack	Spaghetti Sauce, Sweet Style, size: 1 kg/pack, 6-8 mos. expiration upon delivery			
20	pack	Sugar, White, Refined, size: 1kg/pack			
195	pack	Sugar, Washed, size: 1kg/pack			
92	pack	Tomato Sauce, Original Style, size: at least 1kg/pack, 6-8 mos. expiration upon delivery			
50	pack	Tomato Paste, size: at least 70g/pack, 6-8 mos. expiration upon delivery			
346	can	Tuna Flakes in Vegetable Oil, size: 180g, 1 yr. expiration upon delivery			
172	bottle	Vinegar, White, size: 1 Liter/bottle, 8-12 months expiration upon delivery			
		<b>SCHEDULE OF DELIVERY AT DSWD FO III</b>			
		<b>3RD WEEK OF MARCH 2023</b>			



			DAY 1 - MARCH 14, 2023 -HAVEN, RRCY, RSCC			
			DAY 2 - MARCH 15, 2023 -THFW, TLC			
			DAY 3 - MARCH 16, 2023 -AMOR VILLAGE, RHFG			
			NOTE: Please see the attached breakdown of groceries per Centers			
			> No negative Feedback report of End user to Service Provider within Three (3) months			
			* NOTHING FOLLOWS *			
			Approved Budget for the Contract: PhP 980,834.68			

PURPOSE: PURCHASE OF GROCERIES FOR THE TWO MONTH USE OF CRCF's (AMOR VILLAGE, HAVEN, RRCY, RSCC, THFW, TLC, RHFG) CY 2023.

PR No. 2023-02-100, 2023-02-101, 2023-02-102, 2023-02-103, 2023-02-104, 2023-02-105, 2023-02-106

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 G. MORALES**  
 Procurement Officer

\_\_\_\_\_  
 Supplier