

**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**  
Regional Office III  
Government Centre, Maimpis, City of San Fernando (P)**REQUEST FOR QUOTATION**RFQ No. **2023-07-092**  
PR No. **2023-07-084**  
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) AT DSWD RO III REGIONAL HOME FOR GIRLS - CENTER AND RESIDENTIAL CARE FACILITIES (CRCFs) FOR THE PERIOD REQUIREMENTS OF SEPTEMBER - OCTOBER CY 2023 (1-31)**

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.

Pursuant to Appendix "A" of Annex "H" of the 2016 Revised IRR of Republic Act No. 9184, interested bidders **MUST** submit the following requirements along with their bid.

**NP-Small Value Procurement**

- Philgeps Registration Number
- Valid Mayor's Permit
- Latest Income/Business Tax Return (for ABCs 500k and above)


For methods of procurement requiring Mayor's Permit and Philgeps Registration Number, Updated Certificate of Philgeps Platinum Membership may be submitted in lieu of the said document

Failure to attach the required documents will result in the **DISQUALIFICATION** of your bid. Please accomplish and submit this form together with **Annex A** and all the required documents to DSWD FO III - BAC Secretariat either in person or electronically under the following conditions:

|                               |  |
|-------------------------------|--|
| <b>ELECTRONIC SUBMISSION</b>  | <a href="https://tinyurl.com/fo3bacsite">https://tinyurl.com/fo3bacsite</a><br>Select the Menu – " <b>BID SUBMISSION</b> "                               |
| <b>IN PERSON SUBMISSION</b>   | Procurement Section, 2/f, New Building,<br>DSWD Regional Office III, Diosdado<br>Macapagal Government Center, Maimpis,<br>City of San Fernando, Pampanga |
| <b>DEADLINE OF SUBMISSION</b> | <b>02:00 PM August 04, 2023</b>  |

Quotations submitted to different email address(es) as stated above shall not be considered for evaluation. Bids submitted must be in **pdf format** ONLY **clearly scanned** in a **SINGLE FILE** including all supporting documents.

Very truly yours,

  
**RAYMOND VINCENT A. PANLILIO**  
OIC Admin Division Chief  
Concurrent Procurement Section Chief

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**Terms and Conditions:**

1. Award shall be made on per: ☐ Item Basis ☒ Lot Basis
  2. No negative feedback/record and or delay of delivery of Service Provider within Three (3) months.
  3. Quotation validity shall be: Thirty (30) Calendar Day
  4. Good/s/Activity shall be delivered within: September 1-30 & October 1-31, 2023
  5. Place of Delivery: DSWD REGIONAL HOME FOR GIRLS Singalat, Palayan City, Nueva Ecija
  6. Terms of Payment: Monthly Basis
- 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): \_\_\_\_\_
11. Alterations: Any interlineations, erasures or overwriting shall be valid only if they are signed by the supplier or any of its duly authorized representative(s).
12. 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.

  
**JAYSON G. ALVAREZ**

PPMU

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



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.  
Date:

2023-07-092

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

| ITEM NO. | QTY. | UNIT | PURCHASER'S SPECIFICATIONS   | Statement of Compliance and Bidder's Specifications<br>(Please fill out the detailed specifications in the space provided and/or write "COMPLY" if able to deliver) | UNIT COST | TOTAL COST |
|----------|------|------|--|---|-----------|------------|
| 1        | Lot  |      | <b>WET MARKET GOODS (Fresh Meats/Fish/Eggs)</b>  |   |           |            |
|          |      |      | <b>A. REQUEST INFO</b>   |   |           |            |
|          |      |      | <b>Period of Requirement:</b> September (1-30) & October (1-31) CY 2023  |   |           |            |
|          |      |      | <b>Delivery Location:</b> DSWD REGIONAL HOME FOR GIRLS SINGALAT, PALAYAN CITY  |   |           |            |
|          |      |      | <b>Delivery Frequency:</b> Twice a week (every Tuesday and Friday) prior the actual week of need (see breakdown below) |   |           |            |
| 350      | PACK |      | <b>CHICKEN MEAT, QUARTER LEG PART and BREAST, FRESH (1) KILO PER PACK</b>  |   |           |            |
|          |      |      | > Must be free from unpleasant smell   |   |           |            |
|          |      |      | > Meat must be plump and pinkish in color and not green/gray   |   |           |            |
|          |      |      | > Tear and Bruise-free   |   |           |            |
| 277      | PACK |      | <b>PORK LAMAN/LIEMPO PART, Fresh, (1) kilo per pack</b>  |   |           |            |
|          |      |      | > Must be free from unpleasant smell   |   |           |            |
|          |      |      | > Meat must be reddish/ pinkish in color and not gree / gray   |   |           |            |
| 16       | PACK |      | <b>PORK, GROUND GINILING, Fresh, (1) kilo per pack</b>   |   |           |            |
|          |      |      | > Must be free from unpleasant smell   |   |           |            |
|          |      |      | > Meat must be reddish/pinkish in color and not green/gray   |   |           |            |
| 20       | PACK |      | <b>CHICKEN LIVER and GIZZARD, one (1) kilo per pack contain of one half (1/2) liver and one half (1/2) Gizzard</b>     |   |           |            |
|          |      |      | > Must be from the shoulder part of the pig  |   |           |            |
|          |      |      | > Meat must be reddish/ pinkish in color and not green / gray  |   |           |            |
| 235      | PAC  |      | <b>FISH, TILAPIA, FRESH, Preferably Alive when delivered, medium size, one (1) kilo per pack</b>                       |   |           |            |
|          |      |      | > Intact Scales, Bright Red Gills, Clear Eyes  |   |           |            |
| 180      | PACK |      | <b>FISH, BANGUS/MILKFISH, medium size-3 pcs per kilo, (1) kilo per pack</b>  |   |           |            |
|          |      |      | > Intact Scales, Bright Red Gills, Clear Eyes  |   |           |            |
| 267      | PACK |      | <b>GALUNGGONG, medium size 10-12 pcs per kilo, one (1) per pack</b>  |   |           |            |
|          |      |      | > Fresh, Good Quantity   |   |           |            |
|          |      |      | > Bright Red Gills, Clear Eyes   |   |           |            |
| 120      | PACK |      | <b>SQUID/PUSIT, Medium Size, (1) kilo per pack</b>   |   |           |            |
|          |      |      | > Fresh Good Quality   |   |           |            |
| 120      | TRAY |      | <b>EGG, CHICKEN, White, Age: 2-5 days old, Expiration: Two (2) weeks upon delivery</b>                                 |   |           |            |
|          |      |      | > White, no broken shell / Age: 2-5 days old   |   |           |            |
|          |      |      | > Size: Medium, 45-50 grams, 30 pcs per tray   |   |           |            |
|          |      |      | > Must be free from unpleasant smell   |   |           |            |
|          |      |      | <b>C. BREAKDOWN PER WEEK</b>   |   |           |            |
|          |      |      | <b>V. WEEK I - Sept 1-5, 2023 (Delivery Due Date Sept 1, 2023)</b>   |   |           |            |
|          |      |      | > 4 tray, EGG  |   |           |            |
|          |      |      | > 30 kilos, CHICKEN MEAT, QUARTER LEG and BREAST PART  |   |           |            |
|          |      |      | > 12 kilos PORK, LAMAN/LIEMPO PART   |   |           |            |
|          |      |      | > 4 kilos, PORK GROUND   |   |           |            |
|          |      |      | > 55 kilos, FISH TILAPYA   |   |           |            |
|          |      |      | > 15 kilos, FISH GALONGONG/GIGI  |   |           |            |
|          |      |      | > 20 kilos, FISH BANGUS  |   |           |            |
|          |      |      | > 15 kilos, PUSIT  |   |           |            |
|          |      |      | <b>VI. WEEK II - SEOT 6-8, 2023 (Delivery Due Date Sept 5)</b>   |   |           |            |
|          |      |      | > 4 trays, EGG   |   |           |            |
|          |      |      | > 35 kilos, CHICKEN MEAT, QUARTER LEG and BREAST PART  |   |           |            |
|          |      |      | > 18 kilos PORK, LAMAN/LIEMPO PART   |   |           |            |
|          |      |      | > 18 kilos, FISH GALUNGGONG  |   |           |            |
|          |      |      | <b>VII. WEEK II - Sept 9-12, 2023 (Delivery Due Date on Sept 8)</b>  |   |           |            |
|          |      |      | > 4 trays EGG  |   |           |            |
|          |      |      | > 15 kilos, CHICKEN MEAT, QUARTER LEG and BREAST PART  |   |           |            |
|          |      |      | > 9 kilos, PORK LAMAN/LIEMPO PART  |   |           |            |
|          |      |      | > 4 kilos, PORK GROUND   |   |           |            |
|          |      |      | > 55 kilos, FISH TILAPYA   |   |           |            |
|          |      |      | > 20 kilos, FISH BANGUS  |   |           |            |
|          |      |      | > 15 kilos, fish GALUNGGONG  |   |           |            |
|          |      |      | > 15 kilos, PUSIT  |   |           |            |
|          |      |      | <b>VIII. WEEK III - SEPT 13-15, 2023 (Delivery Due Date Sept 12)</b>   |   |           |            |
|          |      |      | > 4 trays EGG  |   |           |            |

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  | > 35 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART                     |  |  |  |
|  |  | > 18 kilos PORK, LAMAN/LIEMPO PART                                       |  |  |  |
|  |  | > 18 kilos, FISH GALUNGGONG  |  |  |  |
|  |  |  |  |  |  |
|  |  | <b>IX. WEEK III - Sept 16-19, 2023 Delivery Due Date on Sept 15)</b>     |  |  |  |
|  |  | > 4 trays EGG  |  |  |  |
|  |  | > 15 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART                     |  |  |  |
|  |  | > 9 kilos PORK, LAMAN/LIEMPO PART  |  |  |  |
|  |  | > 4 kilos, GROUND PORK   |  |  |  |
|  |  | > 55 kilos, FISH TILAPYA   |  |  |  |
|  |  | > 20 kilos, FISH BANGUS  |  |  |  |
|  |  | > 15 kilos, FISH GALUNGGONG  |  |  |  |
|  |  | > 15 kilos, PUSIT  |  |  |  |
|  |  |  |  |  |  |
|  |  | <b>X. WEEK IV Sept 20 - 22, 2023 (Delivery Due Date on Sept 19)</b>      |  |  |  |
|  |  | > 4 trays EGG  |  |  |  |
|  |  | > 35 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART                     |  |  |  |
|  |  | > 18 kilos PORK, LAMAN/LIEMPO PART                                       |  |  |  |
|  |  | > 18 kilos GALUNGGONG  |  |  |  |
|  |  |  |  |  |  |
|  |  | <b>XI. WEEK IV - Sept 23 - 26, 2023 (Delivery Due Date on Sept 22)</b>   |  |  |  |
|  |  | > 4 trays EGG  |  |  |  |
|  |  | > 15 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART                     |  |  |  |
|  |  | > 9 kilos PORK, LAMAN/LIEMPO PART  |  |  |  |
|  |  | > 4 kilos PORK GROUND  |  |  |  |
|  |  | > 55 kilos FISH, TILAPYA   |  |  |  |
|  |  | > 20 kilos FISH, BANGUS  |  |  |  |
|  |  | > 15 kilos FISH, GALUNGGONG  |  |  |  |
|  |  | > 15 kilos, PUSIT  |  |  |  |
|  |  |  |  |  |  |
|  |  | <b>X. WEEK V Sept 27 - 29 (Delivery Due Date on Sept 26)</b>             |  |  |  |
|  |  | > 4 trays EGG  |  |  |  |
|  |  | > 35 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART                     |  |  |  |
|  |  | > 18 kilos PORK, LAMAN/LIEMPO PART                                       |  |  |  |
|  |  | > 18 kilos FISH GALUNGGONG   |  |  |  |
|  |  |  |  |  |  |
|  |  | <b>X. WEEK I - Sept 30 - Oct. 3, 2023 (Delivery Due Date on Sept 29)</b> |  |  |  |
|  |  | > 8 trays EGG  |  |  |  |
|  |  | > 15 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART                     |  |  |  |
|  |  | > 18 kilos PORK, LAMAN/LIEMPO PART                                       |  |  |  |
|  |  | > 15 kilos FISH TILAPYA  |  |  |  |
|  |  | > 20 kilos, BANGUS   |  |  |  |
|  |  | > 15 kilos, FISH, GALUNGGONG   |  |  |  |
|  |  |  |  |  |  |
|  |  | <b>XI. WEEK II - Oct 4-6, 2023 (Delivery Due Date on Oct 3)</b>          |  |  |  |
|  |  | > 10 trays EGG   |  |  |  |
|  |  | > 15 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART                     |  |  |  |
|  |  | > 16 kilos PORK, LAMAN/LIEMPO PART                                       |  |  |  |
|  |  | > 5 kilos, CHICKEN ATAY BALUNBALUNAN                                     |  |  |  |
|  |  | > 15 kilos FISH, GALUNGGONG  |  |  |  |
|  |  | > 15 kilos, PUSIT  |  |  |  |
|  |  |  |  |  |  |
|  |  | <b>XII. WEEK II - Oct 7 - 10, 2023 (Delivery Due Date on Oct 6)</b>      |  |  |  |
|  |  | > 10 trays EGG   |  |  |  |
|  |  | > 15 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART                     |  |  |  |
|  |  | > 21 kilos PORK, LAMAN/LIEMPO PART                                       |  |  |  |
|  |  | > 20 kilos FISH BANGUS   |  |  |  |
|  |  | > 15 kilos FISH, GALUNGGONG  |  |  |  |
|  |  |  |  |  |  |
|  |  | <b>XIII. WEEK III - Oct 11 - 13, 2023 (Delivery Due Date on Oct 10)</b>  |  |  |  |
|  |  | > 10 trays EGG   |  |  |  |
|  |  | > 15 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART                     |  |  |  |
|  |  | > 16 kilos PORK, LAMAN/LIEMPO PART                                       |  |  |  |
|  |  | > 5 kilos, CHICKEN ATAY BALUNBALUNAN                                     |  |  |  |
|  |  | > 15 kilos, FISH GALUNGGONG  |  |  |  |
|  |  | > 15 kilos PUSIT   |  |  |  |
|  |  |  |  |  |  |
|  |  | <b>IV. WEEK II - Oct 14-17, 2023 (Delivery Due Date on Oct 13)</b>       |  |  |  |
|  |  | > 10 trays EGG   |  |  |  |
|  |  | > 15 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART                     |  |  |  |
|  |  | > 21 kilos PORK, LAMAN/LIEMPO PART                                       |  |  |  |
|  |  | > 20 kilos FISH BANGUS   |  |  |  |
|  |  | > 15 kilos FISH, GALUNGGONG  |  |  |  |
|  |  |  |  |  |  |
|  |  | <b>IV. WEEK III - Oct 18-20, 2023(Delivery Due Date on Oct 17)</b>       |  |  |  |
|  |  | > 10 trays EGG   |  |  |  |
|  |  | > 15 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART                     |  |  |  |
|  |  | > 16 kilos PORK, LAMAN/LIEMPO PART                                       |  |  |  |
|  |  | > 5 kilos ATAY BALUNBALUNAN  |  |  |  |



|  |  |  |  |  |
|--|--|--|--|--|
|  | > 15 kilos GALUNGONG   |  |  |  |
|  | > 15 kilos, PUSIT  |  |  |  |
|  |  |  |  |  |
|  | <b>IV. WEEK III - Oct 21 - 24, 2023 (Delivery Due Date on Oct 20)</b>  |  |  |  |
|  | > 10 trays EGG   |  |  |  |
|  | > 15 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART   |  |  |  |
|  | > 21 kilos PORK, LAMAN/LIEMPO PART   |  |  |  |
|  | > 20 kilos FISH BANGUS   |  |  |  |
|  | > 15 kilos FISH GALUNGONG  |  |  |  |
|  |  |  |  |  |
|  | <b>IV. WEEK IV - Oct 25-27, 2023 (Delivery Due Date on Oct 24)</b>   |  |  |  |
|  | > 10 trays EGG   |  |  |  |
|  | > 15 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART   |  |  |  |
|  | > 16 kilos PORK, LAMAN/LIEMPO PART   |  |  |  |
|  | > 5 kilos ATAY BALUNBALUNAN  |  |  |  |
|  | > 15 kilos FISH GALUNGONG  |  |  |  |
|  | > 15 kilos, PUSIT  |  |  |  |
|  |  |  |  |  |
|  | <b>IV. WEEK IV - Oct 28-31, 2023 (Delivery Due Date on Oct 27)</b>   |  |  |  |
|  | > 10 trays EGG   |  |  |  |
|  | > 15 kilos CHICKEN MEAT, QUARTER LEG and BREAST PART   |  |  |  |
|  | > 21 kilos PORK, LAMAN/LIEMPO PART   |  |  |  |
|  | > 20 kilos FISH, BANGUS  |  |  |  |
|  | > 15 kilos FISH GALUNGONG  |  |  |  |
|  |  |  |  |  |
|  | <b>D. TERMS AND CONDITIONS</b>   |  |  |  |
|  | > All Prices quoted herein are valid, binding and effective for One (2month - September - October 2023)  |  |  |  |
|  | > Prices quoted shall be inclusive of all costs including transportation, freight and other incidental expenses may be incurred to the indicated delivery site   |  |  |  |
|  | > Suppliers/ Service providers must have 10% of the quantity of each item 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 Suppliers 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 it items supplied from within the Philippines or supplied by 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-LDDAP ADA</b>   |  |  |  |
|  | <b>"NOTHING FOLLOWS"</b>   |  |  |  |
|  |  |  |  |  |
|  | <b>Approved Budget for the Contract: PHP 395,340.00</b>  |  |  |  |

Please do not leave any blank items.

**TOTAL OFFERED QUOTATION / BID**

In WORDS:

In FIGURES:

PHP \_\_\_\_\_

**PURPOSE:** PURCHASE OF FOOD ITEMS (FRESH MEATS/FISH/EGGS) AT DSWD RO III REGIONAL HOME FOR GIRLS - CENTER AND RESIDENTIAL CARE FACILITIES (CRCFs) FOR THE PERIOD REQUIREMENTS OF SEPTEMBER - OCTOBER CY 2023 (1-31)

**PR No.** 2023-07-084

**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"

  
RAYMOND VINCENT A. PANLILIO

OIC Admin Division Chief Concurrent Procurement Officer

\_\_\_\_\_  
Supplier