

**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**

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

**REQUEST FOR QUOTATION**

RFQ No. 2023-07-081  
PR No. 2023-07-067  
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 WET MARKET GOODS (FRESH MEAT/FISH/EGGS) FOR THE USE OF DSWD RO III AMOR VILLAGE – CENTER AND RESIDENTIAL CARE FACILITIES (CRCFs) FOR THE PERIOD REQUIREMENT OF SEPTEMBER TO OCTOBER 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.

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> Select the Menu – "BID SUBMISSION"
<b>IN PERSON SUBMISSION</b>	Procurement Section, 2/f, New Building, DSWD Regional Office III, Diosdado Macapagal Government Center, Maimpis, City of San Fernando, Pampanga
<b>DEADLINE OF SUBMISSION</b>	<b>12:00 PM July 31, 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,

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

**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 AMOR Village San Francisco East, Anao, Tarlac
  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:

2023-07-081

\* 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 (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> Period of Requirement: SEPTEMBER 1 TO OCTOBER 31, 2023 Delivery Locations: DSWD AMOR Village San Francisco East, Anao, Tarlac Delivery Frequency: Twice per week - For SEPTEMBER 2023 (every Tuesday and Friday), for OCTOBER 2023 (every Tuesday and Friday) prior the actual week of need (see breakdown below) <b>B. ITEM SUMMARY</b>			
103	tray		<b>EGG, CHICKEN, WHITE</b> , Age: 2-5 days old, expiration: 2 weeks upon delivery > White, no broken shell > Age: 2-5days old > Size: Medium, 45-50grams, 30pieces per tray			
273	pack		<b>CHICKEN MEAT, (Quarter Leg Part)</b> , Fresh, one (1) kilo per pack > Must be free from unpleasant smell > Meat must be plump and pinkish in color and not green/gray			
27	pack		<b>CHICKEN MEAT, (Breast Part)</b> , Fresh, one (1) kilo per pack > Must be free from unpleasant smell > Meat must be plump and pinkish in color and not green/gray			
156	pack		<b>PORK, LAMAN, Part</b> , Fresh, one (1) kilo per pack - (Nilaga cut) > Must be free from unpleasant smell > Meat must be plump and pinkish in color and not green/gray			
90	pack		<b>PORK, LAMAN, Part</b> , Fresh, one (1) kilo per pack - (Menudo Cut) > Must be free from unpleasant smell > Meat must be plump and pinkish in color and not green/gray			
139	pack		<b>PORK, GROUND, 15-30% FAT</b> , Fresh, Unseasoned, one (1) kilo per pack > Must be free from unpleasant smell > Meat must be pinkish and reddish in color and not green/gray > Must be from the shoulder part of the pig			
160	pack		<b>FISH, BANGUS, BELLY CUT, with Back fillet</b> , one (1) kilo per pack > Cleaned and fresh when delivered > Deboned and unseasoned			
275	pack		<b>FISH, TILAPIA</b> , Cleaned and fresh when delivered, 5-6 pieces per kilo. > Intact Scales, bright red gills, clear eyes > Cleaned and fresh			
			<b>C. BREAKDOWN PER WEEK</b> <b>WEEK 1.0 - SEPTEMBER 1, 2023 - delivery due on AUGUST 28, 2023 (TUESDAY)</b> > 1 tray of Egg > 15 kilos of Tilapia > 3 kilos of Pork Laman (menudo cut)			
			<b>WEEK 1.1 - SEPTEMBER 2-5, 2023 - delivery due on SEPTEMBER 1, 2023 (FRIDAY)</b> > 8 trays of Egg > 25 kilos of Chicken, quarter leg part > 10 kilos of Ground pork > 20 kilos of Bangus > 5 kilos of Pork Laman (menudo cut) > 15 kilos Tilapia > 12 kilos of Pork Laman (nilaga cut)			
			<b>WEEK 2.0 - SEPTEMBER 6-8, 2023 - delivery due on SEPTEMBER 5, 2023 (TUESDAY)</b> > 8 kilos of Pork Laman (menudo cut) > 25 kilos Tilapia > 3 kilos of Chicken breast > 3 trays of Egg > 12 kilos of Pork Laman (nilaga cut)			
			<b>WEEK 2.1 - SEPTEMBER 9-12, 2023 - delivery due on SEPTEMBER 8, 2023 (FRIDAY)</b> > 8 trays of Egg > 25 kilos of Chicken, quarter leg part > 10 kilos of Ground pork > 20 kilos of Bangus > 5 kilos of Pork Laman (menudo cut) > 15 kilos Tilapia > 12 kilos of Pork Laman (nilaga cut)			
			<b>WEEK 3.0 - SEPTEMBER 13-15, 2023 - delivery due on SEPTEMBER 12, 2023 (TUESDAY)</b>			

		>8 kilos of Pork Laman (menudo cut)			
		> 25 kilos Tilapia			
		>3 kilos of Chicken breast			
		> 3 trays of Egg			
		> 12 kilos of Pork Laman (nilaga cut)			
		<b>WEEK 3.1 - SEPTEMBER 16-19, 2023 - delivery due on SEPTEMBER 15, 2023 (FRIDAY)</b>			
		> 8 trays of Egg			
		>25 kilos of Chicken, quarter leg part			
		> 10 kilos of Ground pork			
		> 20 kilos of Bangus			
		>5 kilos of Pork Laman (menudo cut)			
		> 15 kilos Tilapia			
		> 12 kilos of Pork Laman (nilaga cut)			
		<b>WEEK 4.0 - SEPTEMBER 20-22, 2023 - delivery due on SEPTEMBER 19, 2023 (TUESDAY)</b>			
		>8 kilos of Pork Laman (menudo cut)			
		> 25 kilos Tilapia			
		>3 kilos of Chicken breast			
		> 3 trays of Egg			
		> 12 kilos of Pork Laman (nilaga cut)			
		<b>WEEK 4.1 -SEPTEMBER 23-26, 2023 - delivery due on SEPTEMBER 22, 2023 (FRIDAY)</b>			
		> 8 trays of Egg			
		>25 kilos of Chicken, quarter leg part			
		> 10 kilos of Ground pork			
		> 20 kilos of Bangus			
		>5 kilos of Pork Laman (menudo cut)			
		> 15 kilos Tilapia			
		> 12 kilos of Pork Laman (nilaga cut)			
		<b>WEEK 5.0 - SEPTEMBER 27-29, 2023 - delivery due on SEPTEMBER 26, 2023 (TUESDAY)</b>			
		>8 kilos of Pork Laman (menudo cut)			
		> 25 kilos Tilapia			
		>3 kilos of Chicken breast			
		> 3 trays of Egg			
		> 12 kilos of Pork Laman (nilaga cut)			
		<b>WEEK 5.1 - SEPTEMBER 30-OCTOBER 3, 2023 - delivery due on SEPTEMBER 29, 2023 (FRIDAY)</b>			
		> 6 trays of Egg			
		>25 kilos of Chicken, quarter leg part			
		> 15 kilos of Ground pork			
		>3 kilos of Chicken breast			
		> 12 kilos of Pork Laman (nilaga cut)			
		>3 kilos of Pork Laman (menudo cut)			
		<b>WEEK 6.0 - OCTOBER 4-6, 2023 - delivery due on OCTOBER 3, 2023 (TUESDAY)</b>			
		> 7 trays of Egg			
		> 20 kilos of Bangus			
		> 11 kilos of Ground pork			
		>12 kilos of Chicken, quarter leg part			
		> 15 kilos Tilapia			
		>5 kilos of Pork Laman (menudo cut)			
		<b>WEEK 6.1 - OCTOBER 7-10, 2023 - delivery due on OCTOBER 6, 2023 (FRIDAY)</b>			
		> 6 trays of Egg			
		> 10 kilos Tilapia			
		>25 kilos of Chicken, quarter leg part			
		>3 kilos of Chicken breast			
		> 10 kilos of Ground pork			
		> 12 kilos of Pork Laman (nilaga cut)			
		>3 kilos of Pork Laman (menudo cut)			
		<b>WEEK 7.0 - OCTOBER 11-13, 2023 - delivery due on OCTOBER 10, 2023 (TUESDAY)</b>			
		> 7 trays of Egg			
		> 20 kilos of Bangus			
		> 11 kilos of Ground pork			
		>12 kilos of Chicken, quarter leg part			
		> 15 kilos Tilapia			
		>5 kilos of Pork Laman (menudo cut)			
		<b>WEEK 7.1 - OCTOBER 14-17, 2023 - delivery due on OCTOBER 13, 2023 (FRIDAY)</b>			
		> 6 trays of Egg			
		> 10 kilos Tilapia			
		>25 kilos of Chicken, quarter leg part			
		>3 kilos of Chicken breast			
		> 10 kilos of Ground pork			
		> 12 kilos of Pork Laman (nilaga cut)			
		>3 kilos of Pork Laman (menudo cut)			
		<b>WEEK 8.0 - OCTOBER 18-20, 2023 - delivery due on OCTOBER17, 2023 (TUESDAY)</b>			
		> 7 trays of Egg			



	> 20 kilos of Bangus			
	> 11 kilos of Ground pork			
	>12 kilos of Chicken, quarter leg part			
	> 15 kilos Tilapia			
	>5 kilos of Pork Laman (menudo cut)			
	WEEK 8.1 - OCTOBER 21-24, 2023 - delivery due on OCTOBER 20, 2023 (FRIDAY)			
	> 6 trays of Egg			
	> 10 kilos Tilapia			
	>25 kilos of Chicken, quarter leg part			
	>3 kilos of Chicken breast			
	> 10 kilos of Ground pork			
	> 12 kilos of Pork Laman (nilaga cut)			
	>3 kilos of Pork Laman (menudo cut)			
	WEEK 9.0 - OCTOBER 25-27, 2023 - delivery due on OCTOBER 24, 2023 (TUESDAY)			
	> 7 trays of Egg			
	> 20 kilos of Bangus			
	> 11 kilos of Ground pork			
	>12 kilos of Chicken, quarter leg part			
	> 15 kilos Tilapia			
	>5 kilos of Pork Laman (menudo cut)			
	WEEK 9.1 - OCTOBER 28-31, 2023 - delivery due on OCTOBER 27, 2023 (FRIDAY)			
	> 6 trays of Egg			
	> 10 kilos Tilapia			
	>25 kilos of Chicken, quarter leg part			
	>3 kilos of Chicken breast			
	> 10 kilos of Ground pork			
	> 12 kilos of Pork Laman (nilaga cut)			
	>3 kilos of Pork Laman (menudo cut)			
	D. TERMS AND CONDITIONS			
	> All prices quoted herein are valid, binding and effective for TWO (2) months SEPTEMBER TO OCTOBER 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/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 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 suppliers risk and title will not be deemed to have passed to the DSWD until their receipts and final acceptance at the final destination			
	E. Payment Term: TO PAYMENT-LDDAP ADA			
	*NOTHING FOLLOWS*			
	Approved Budget for the Contract: PHP 300,460.00			

Please do not leave any blank items.

#### TOTAL OFFERED QUOTATION / BID

<b>In WORDS:</b>   	<b>In FIGURES:</b>   
	PHP _____


**PURPOSE:** PURCHASE OF WET MARKET GOODS (FRESH MEATS/FISH/EGGS) FOR THE USE OF DSWD RO III AMOR VILLAGE - CENTER AND RESIDENTIAL CARE FACILITIES (CRCFs) FOR THE PERIOD REQUIREMENT OF SEPTEMBER TO OCTOBER 2023.

PR No. 2023-07-067

**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