



## DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Regional Office III

Government Centre, Maimpis, City of San Fernando (P)

## REQUEST FOR QUOTATION

RFQ No. 2023-07-078  
PR No. 2023-07-066  
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 MEATS/FISH/EGGS) OF DSWD RO III HAVEN FOR GIRLS – CENTER AND RESIDENTIAL CARE FACILITIES (CRCFs) FOR THE PERIOD REQUIREMENT OF SEPTEMBER – 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:

ELECTRONIC SUBMISSION	<a href="https://tinyurl.com/fo3bacsite">https://tinyurl.com/fo3bacsite</a> Select the Menu – "BID SUBMISSION"
IN PERSON SUBMISSION	Procurement Section, 2/f, New Building, DSWD Regional Office III, Diosdado Macapagal Government Center, Maimpis, City of San Fernando, Pampanga
DEADLINE OF SUBMISSION	<b>2:00 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 HAVEN FOR GIRLS – PSAU Compound Bliss I, San Vicente, Magalang, Pampanga
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:

2023-07-078

\* 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: Period of September - October 2023			
			Delivery Location: DSWD HAVEN FOR GIRLS-PSAU Compound, Bliss I, San Vicente, Magalang, Pampanga			
			Delivery Frequency: Twice per week (every Monday and Wednesday ) of the week			
			<b>B. ITEM SUMMARY</b>			
196	pack		<b>CHICKEN MEAT, QUARTER LEG PART, Fresh, One (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			
232	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 green/gray			
60	pack		<b>PORK,GROUND, 15-30% Fat, Fresh, Unseasoned, One (1) kilo per pack</b>			
			>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			
36	pack		<b>FISH, TILAPIA, FRESH, Preferably Alive when delivered, One (1) kilo per pack 4 pieces per pack</b>			
			>Intact Scales, Bright Red Gills, Clear Eyes			
81	pack		<b>FISH, BANGUS/MILKFISH,FRESH, One (1) kilo per pack, 2 - 3 pcs per pack</b>			
			> Intact Scales, Bright Red Gills, Clear Eyes			
52	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 pieces per tray			
32	pack		<b>BEEF, LAMAN PART, Fresh,One (1) kilo per pack</b>			
			>Must be free from unpleasant smell			
			>Meat must be reddish/pinkish in color and not green/gray			
			<b>C. BREAKDOWN PER WEEK</b>			
			<b>I. September 1-3, 2023 (Delivery Due Date on September 1)</b>			
			> 3 tray EGG			
			> 14 kilos CHICKEN MEAT, QUARTER LEG PART			
			> 9 kls FISH, BANGUS			
			> 7 kilos PORK, LIEMPO PART			
			> 3 kilos PORK, GROUND			
			<b>II. September 4-5, 2023 (Delivery Due Date on September 4)</b>			
			> 2 tray EGG			
			> 7 kilos PORK, LIEMPO PART			
			> 9 kls FISH, TILAPIA			
			> 10 kilos CHICKEN MEAT, QUARTER LEG PART			
			> 3 kilos PORK, GROUND			
			<b>III. September 6-10, 2023 (Delivery Due Date on September 6)</b>			
			> 5 tray EGG			
			> 6 kilos PORK, GROUND			
			> 15 kilos PORK, LAMAN/LIEMPO PART ( 8 - laman, 7 - liempo)			
			> 14 kilos CHICKEN MEAT, QUARTER LEG PART			
			> 9 kls FISH, BANGUS			
			<b>IV. September 11-12, 2023 (Delivery Due Date on September 11)</b>			
			> 2 tray EGG			
			> 7 kilos PORK, LIEMPO PART			
			> 9 kls FISH, TILAPIA			
			> 10 kilos CHICKEN MEAT, QUARTER LEG PART			
			> 3 kilos PORK, GROUND			
			<b>V. September 13-17, 2023 (Delivery Due Date on September 13)</b>			
			> 5 tray EGG			
			> 6 kilos PORK, GROUND			
			> 15 kilos PORK, LAMAN/LIEMPO PART ( 8 - laman, 7 - liempo)			
			> 14 kilos CHICKEN MEAT, QUARTER LEG PART			
			> 9 kls FISH, BANGUS			
			<b>VI. September 18-19, 2023 (Delivery Due Date on September 18)</b>			
			> 2 tray EGG			
			> 7 kilos PORK, LIEMPO PART			
			> 9 kls FISH, TILAPIA			
			> 10 kilos CHICKEN MEAT, QUARTER LEG PART			
			> 3 kilos PORK, GROUND			
			<b>VII. September 20-24, 2023 (Delivery Due Date on September 20)</b>			
			> 5 tray EGG			
			> 6 kilos PORK, GROUND			
			> 15 kilos PORK, LAMAN/LIEMPO PART ( 8 - laman, 7 - liempo)			
			> 14 kilos CHICKEN MEAT, QUARTER LEG PART			
			> 9 kls FISH, BANGUS			
			<b>VIII. September 25-26, 2023 (Delivery Due Date on September 25)</b>			
			> 2 tray EGG			
			> 7 kilos PORK, LIEMPO PART			
			> 9 kls FISH, TILAPIA			
			> 10 kilos CHICKEN MEAT, QUARTER LEG PART			
			> 3 kilos PORK, GROUND			

	<b>IX. September 27 to October 1, 2023 (Delivery Due Date on September 27)</b>			
	> 4 tray EGG			
	> 3 kilos PORK, GROUND			
	> 20 kilos PORK, LAMAN/LIEMPO PART ( 13 - laman, 7 - liempo)			
	> 19 kilos CHICKEN MEAT, QUARTER LEG PART			
	> 9 kls FISH, BANGUS			
	<b>X. October 2-3, 2023 (Delivery Due Date on October 2)</b>			
	> 2 tray EGG			
	> 13 kilos PORK, LAMAN/LIEMPO PART (5 - laman, 8-liempo)			
	> 9 kls FISH, BANGUS			
	> 5 kilos CHICKEN MEAT, QUARTER LEG PART			
	> 3 kilos PORK, GROUND			
	<b>XI. October 4-8, 2023 (Delivery Due Date on October 4)</b>			
	> 3.5 tray EGG			
	> 18 kilos PORK, LAMAN/LIEMPO PART (10 - laman, 8-liempo)			
	> 8 kls BEEF, LAMAN			
	> 14 kilos CHICKEN MEAT, QUARTER LEG PART			
	> 3 kilos PORK, GROUND			
	<b>XII. October 9-10, 2023 (Delivery Due Date on October 9)</b>			
	> 2 tray EGG			
	> 13 kilos PORK, LAMAN/LIEMPO PART (5 - laman, 8-liempo)			
	> 9 kls FISH, BANGUS			
	> 5 kilos CHICKEN MEAT, QUARTER LEG PART			
	> 3 kilos PORK, GROUND			
	<b>XIII. October 11-15, 2023 (Delivery Due Date on October 11)</b>			
	> 3.5 tray EGG			
	> 18 kilos PORK, LAMAN/LIEMPO PART (10 - laman, 8-liempo)			
	> 8 kls BEEF, LAMAN			
	> 14 kilos CHICKEN MEAT, QUARTER LEG PART			
	> 3 kilos PORK, GROUND			
	<b>XIV. October 16-17, 2023 (Delivery Due Date on October 16)</b>			
	> 2 tray EGG			
	> 13 kilos PORK, LAMAN/LIEMPO PART (5 - laman, 8-liempo)			
	> 9 kls FISH, BANGUS			
	> 5 kilos CHICKEN MEAT, QUARTER LEG PART			
	> 3 kilos PORK, GROUND			
	<b>XV. October 18-22, 2023 (Delivery Due Date on October 18)</b>			
	> 3.5 tray EGG			
	> 18 kilos PORK, LAMAN/LIEMPO PART (10 - laman, 8-liempo)			
	> 8 kls BEEF, LAMAN			
	> 14 kilos CHICKEN MEAT, QUARTER LEG PART			
	> 3 kilos PORK, GROUND			
	<b>XVI. October 23-24, 2023 Delivery Due Date on October 23)</b>			
	> 2 tray EGG			
	> 13 kilos PORK, LAMAN/LIEMPO PART (5 - laman, 8-liempo)			
	> 9 kls FISH, BANGUS			
	> 5 kilos CHICKEN MEAT, QUARTER LEG PART			
	> 3 kilos PORK, GROUND			
	<b>XVII. October 25-30, 2023 (Delivery Due Date on October 25)</b>			
	> 3.5 tray EGG			
	> 26 kilos PORK, LAMAN/LIEMPO PART (10 - laman, 16-liempo)			
	> 8 kls BEEF, LAMAN			
	> 19 kilos CHICKEN MEAT, QUARTER LEG PART			
	> 3 kilos PORK, GROUND			
	<b>D. TERMS AND CONDITIONS</b>			
	> All prices quoted herein are valid, binding and effective for Two (2 months- September - 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.			
	> Suppliers/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 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 if 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>*NOTHINGS FOLLOW*</b>			
	Approved Budget for the Contract: PHP 229,581.99			

Please do not leave any blank items.

**TOTAL OFFERED QUOTATION / BID**

In WORDS:

In FIGURES:

PHP \_\_\_\_\_


PURPOSE: **PURCHASE OF WET MARKET GOODS (FRESH MEATS/FISH/EGGS) OF DSWD RO III HAVEN FOR GIRLS – CENTER AND RESIDENTIAL CARE FACILITIES (CRCFs) FOR THE PERIOD REQUIREMENT OF SEPTEMBER – OCTOBER 2023**

PR No. **2023-05-106**

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"

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

\_\_\_\_\_  
 Supplier