

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

REQUEST FOR QUOTATION

RFQ No. 2023-09-118
PR No. 2023-09-042
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: **REPAIR OF ADMIN STORAGE OF TARLAC HOME FOR WOMEN, SAN VICENTE, TARLAC CITY, TARLAC.**

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 (Infra)

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

Additional Requirements

- Valid PCAB License (Atleast Small B)

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

- Unnotarized Omnibus Sworn Statement (for ABCs above 50k);
If awarded, kindly submit the notarized Omnibus Sworn Statement within 2 days upon receipt of the Notice of Award.

- Latest Income/Business Tax Return (for ABCs 500k and above);
a. Evidence of the offered item/s shall be submitted in the form of manufacturer's sales literature or photos with readable brand, and specifications (**i.e brochure, websites, clear pictures showing the brand, model, and description**), unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. (**This is not applicable for Catering Services**) For Advocacy Materials, bidders must submit EVIDENCE such as but not limited to the following, in order to support its quotation: Clear and actual copies of sample photo(s) of items being offered with measurements and dimensions;

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- b. Clear and actual copies of sample photo(s) of similar items from previous transactions, contracts or sales;
- c. Whenever applicable, sample digital copy of design with required layout, kind of material and such other relevant specifications being offered.

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	https://tinyurl.com/fo3bacsite in case of difficulty accessing the above link, you may access the alternate link: https://bit.ly/fo3bacsite 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	2:00 PM October 3, 2023

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 supporting documents

Very truly yours,


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

Terms and Conditions:

- Award shall be made on per: ☐ Item Basis ☒ Lot Basis
- No negative feedback/derogatory record whatsoever and/or delay of delivery of Service Provider within Three (3) months hereof.
- Quotation validity shall be: Thirty (30) Calendar Day
- Project duration within: Thirty (30) Calendar Day
- Place of Delivery: TARLAC HOME FOR WOMEN, SAN VICENTE, TARLAC CITY, TARLAC
- Terms of Payment: 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): _____

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 and register for free.


KEILYN JOY B. CALMA

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 to register."

RFQ No. 2023-09-118
Date: _____

*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
			REPAIR OF ADMIN STORAGE OF TARLAC HOME FOR WOMEN			
			> Attach/Submit your accomplished Program of Works, Bill of Quantities and please check Terms of Reference for Project Details			
			Other Requirements to be Submitted:			
			> List of Key Personnel (Please attached their ID's)			
			> List of minimum major equipment/tools requirement			
			* NOTHING FOLLOWS *			
			Approved Budget for the Contract: PhP 128,929.38			

Please do not leave any blank items.

TOTAL OFFERED QUOTATION / BID

In WORDS:	In FIGURES:
_____	PHP _____

PURPOSE: REPAIR OF ADMIN STORAGE OF TARLAC HOME FOR WOMEN, SAN VICENTE, TARLAC CITY, TARLAC.

PR No. 2023-09-042

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 Section Chief

Supplier

DRN: **III-FO-PSD-CBSS-SS-PROP-23-07-41127-S**
PROGRAM OF WORKS

DRN:

Name of Project:	REPAIR OF ADMIN STORAGE	Location:	TARLAC HOME FOR WOMEN, SAN VICENTE, TARLAC CITY
Total Project Cost:	PHP 128,929.38	Project Duration:	30 Calendar Days
Source of Fund:	RM- BUILDING	Mode of Procurement:	Negotiated Procurement-SVP
Date:	Sunday, July 16, 2023	Source of Manpower:	Outsource

I CONSTRUCTION WORKS					
Item No.	Item Description	Quantity	Unit	Unit Cost	Amount
1	Site Preparation	1.00	lot		
2	Masonry Works	1.00	lot		
3	Carpentry Works	1.00	lot		
4	Painting Works	1.00	lot		
SUB TOTAL (Construction Works)					

A	Total Direct Cost (Material, Labor and Equipment) of Construction Works	
B	Overhead, Contingencies and Miscellaneous (OCM) (15% of A)	
C	Contractor's Profit (CP) (10% of A)	
D	Value Added Tax (VAT) (5% of A+B+C)	
TOTAL PROJECT COST		PHP

DRN: **III-FO-PSD-CBSS-SS-PROP-23-07-41127-S**
BILL OF QUANTITIES

DRN: _____

Name of Project:	REPAIR OF ADMIN STORAGE	Location:	TARLAC HOME FOR WOMEN, SAN VICENTE, TARLAC CITY
Total Project Cost:	PHP 128,929.38	Project Duration:	30 Working Days
Source of Fund:	RM- BUILDING	Mode of Procurement:	Negotiated Procurement-SVP
Date:	Sunday, July 16, 2023	Source of Manpower:	Outsource

I CONSTRUCTION WORKS							
Item No.	Item Description	Quantity	Unit	Material Cost	Labor /Equipment Cost	Unit Cost	Amount
1	Site Preparation						
1.1	Demolition	1.00	lot	-			
	SUB - TOTAL (Site Preparation)						
2	Masonry Works						
2.1	Cement Plaster Finish	23.76	sq.m.				
2.2	CHB Non Load Bearing(including reinforcement), 100m	2.88	sq.m.				
	SUB - TOTAL (Masonry Works)						
3	Carpentry Works						
3.1	Wooden Shelves	1.00	lot				
	SUB - TOTAL (Carpentry Works)						
4	Painting Works						
4.1	Painting Works (Masonry / Concrete)	41.76	sq.m.				
4.2	Painting Works (Wood Painting)	57.50	sq.m.				
	SUB - TOTAL (Painting Works)						

A	Total Direct Cost (Material, Labor and Equipment) of Construction Works	
B	Overhead, Contingencies and Miscellaneous (OCM) (15% of A)	
C	Contractor's Profit (CP) (10% of A)	
D	Value Added Tax (VAT) (5% of A+B+C)	
TOTAL PROJECT COST		PHP