

## DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT Regional Office III

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

## **REQUEST FOR QUOTATION**

 RFQ No.
 2023-09-122

 PR No.
 2023-09-041

 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: PAINTING OF STORAGE ROOM AND INSTALLATION OF SHELVES OF HAVEN FOR GIRLS, SAN VICENTE, MAGALANG, PAMPANGA.

#### Sir/Madam:

\*Company Name

Please quote your government price/s including delivery charges, VAT or other applicable t axes, 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;



DSWD Field Office III, Government Center, Maimpis, City of San Fernando, Pampanga, 2000 Philippines Website: www.fo3.dswd.gov.ph Tel Nos.: (045) 961-2143 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 <u>submit this form together with Annex A</u> 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 <u>SINGLE FILE</u> including 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 Ite Lot Basis

 No negative feedback/derogatory record whatsoever and/or delay of delivery of Service Provider within Three (3) months hereof.

3. Quotation validity shall be: Thirty (30) Calendar Day

4. Project duration within: Twenty-One (21) Calendar Days

5. Place of Delivery: HAVEN FOR GIRLS, SAN VICENTE, MAGALANG, PAMPANGA

6. 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 <u>www.philgeps.gov.ph</u> and register for free.



KEILYN JOY B. CALMA

PPMU

(Signature over Printed Name) Supplier

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DSWD | ADMINISTRATIVE DIVISION | PROCUREMENT SECTION

#### Procurement Form No. 04-A "ANNEX A"

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#### DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

NOTE: "Prospective supplier must be registed at the Philippine Government Electronic Procurement	RFQ No.	2023-09-122
System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph to register."	Date:	

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

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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
			PAINTING OF STORAGE ROOM AND INSTALLATION OF SHELVES OF HAVEN FOR GIRLS			
			> 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 142,991.28			

Please do not leave any blank items.

WORDS:	In FIGURES:
	PHP

PURPOSE:

PAINTING OF STORAGE ROOM AND INSTALLATION OF SHELVES OF HAVEN FOR GIRLS, SAN VICENTE, MAGALANG, PAMPANGA.

## PR No. 2023-09-041

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"

VINCENT A. PANLILIC RAYMUND

Supplier





# PROTECTIVE SERVICES DIVISION

FIELD OFFICE III

DSWD-GF-007 | REV 02 | 17 AUG 2022

## DRN: III-FO-PSD-CBSS-SS-PROP-23-07-41114-S

## **PROGRAM OF WORKS**

		ж. 1		DRN:			
	of Project:	PAINTING OF STORAGE ROOM / INSTALLTION OF SHELVES	AND	Location:	HAVEN FOR GIR VICENTE, MAGAI PAMPANGA	LS, SAN LANG,	
Total Project Cost: PHP			142,991.28	Project Duration:	21 Calendar Days		
	e of Fund:	RM-BUILDING		Mode of Procurement:	Negotiated Procur	ement-SVP	
Date:		Sunday, July 16, 2023		Source of Manpower:	Outsource		
1	CONSTRUCT	TION WORKS				8 - 2 - 1 - 2 - 2	
I Item No.	tom Decemintion		Quantity	Unit	Unit Cost	Τ.	
1	Carpentry W		1.00	lot	Unit Cost	Amount	
2	Painting Wor	ks	1.00	lot	T		
		SUB TOTAL (Const	truction W	orks)			
	A	Total Direct Cost (Material, Labor and	d Equipment	) of Construction Works	1		
	В	Overhead, Contingencies and Mi					
	С	Contractor's Profit	(CP) (10%	of A)			
	D	Value Added Tax ( VA	AT) ( 5% of A	A+B+C)			
	11	TOTAL PROJECT COST			РНР	an an an an	



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FIELD OFFICE III

DSWD-GF-007 | REV 02 | 17 AUG 2022

### DRN: III-FO-PSD-CBSS-SS-PROP-23-07-41114-S

## BILL OF QUANTITIES

Name of Project:	PAINTING OF STORAGE ROOM AND INSTALLTION OF SHELVES	Location: HAVEN FC	DR GIRLS, SAN VICENTE, MAGALANG, A
Total Project Cost:	PHP 142,991.28	Project Duration:	21 Working Days
Source of Fund:	RM-BUILDING	Mode of Procurement:	Small Value Procurement
Date:	Sunday, July 16, 2023	Source of Manpower:	Outsource

1	CONSTRUCTION WORKS								
ltem No.	Item Description			Quantity	Unit	Material Cost	Labor /Equipment Cost	Unit Cost	Amount
1	Carpentry Works								
	1.1 Wooden Shelves 1.00 lot								
1		_	SUB -	TOTAL (Carpentry	Works)				-
2/	Painti	ng	g Works						J
(	2.1 Painting Works ( Masonry / Concrete ) 151.65 sq.m.								
	2.2		Painting Works (Wood Painting)	51.72	sq.m.				
	~		SUB	- TOTAL (Painting V	Vorks)				
	A		Total Direct Cost (Ma	terial, Labor and Equi	pment ) of	Construction	Works		
	В		Overhead, Contin	ngencies and Miscella	neous (OC	CM) (15% of	A )		
	C Contractor's Profit (CP) (10% of A)								
	D		Value	Added Tax (VAT) (5	% of A+B	+C )			
	The second		TOTAL P	ROJECT COST				PHP	

