

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

REQUEST FOR QUOTATION

RFQ No. 2024-01-005  
PR No. 2024-01-026  
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 Etc) FOR THE USE OF DSWD RO III AMOR VILLAGE - CENTER AND RESIDENTIAL CARE FACILITIES (CRCFs) FOR THE PERIOD REQUIREMENT OF FEBRUARY TO MARCH 2024**

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;

**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);
- 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:
  - a. Clear and actual copies of sample photo(s) of items being offered with measurements and dimensions;
  - 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:

<b>ELECTRONIC SUBMISSION</b>	<a href="https://tinyurl.com/fo3bacsit">https://tinyurl.com/fo3bacsit</a>  in case of difficulty accessing the above link, you may access the alternate link:  <a href="https://bit.ly/fo3bacsit">https://bit.ly/fo3bacsit</a>  Select the Menu – “ <b>BID SUBMISSION</b> ”
<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>09:00 AM January 26, 2024</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 supporting documents

Very truly yours,

  
**ADRIAN D. MORALES**  
OIC- 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 days
  - Good/s/Activity shall be delivered within: See Scheduled Delivery in Annex A
  - Place of Delivery: DSWD AMOR Village, San Francisco East, Anao, Tarlac
  - Terms of Payment: Thirty (30) Calendar Day after the Completion of the Project
- 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.

- 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.
- For goods, please indicate brand, model and country or origin.
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- Please indicate Warranty (If applicable): \_\_\_\_\_
- 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).
- 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.

  
**NOEL T. LIPATA**

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:

2024-01-005

\*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	UNIT COST	TOTAL COST
	1	LOT	WET MARKET GOODS (Fresh meats/fish/eggs)			
			A. REQUEST INFO			
			Period of Requirement: Month of February (1-29)- March (1-31) CY 2024			
			Delivery Location: DSWD AMOR Village, San Francisco East, Anao, Tarlac			
			Delivery Frequency: Twice per week - For FEBRUARY 2024 (every Tuesday and Friday) and for MARCH 2024 (every Tuesday and Friday) prior the actual week of need (see breakdown below)			
			B. ITEM SUMMARY			
113	TRAY	EGG, CHICKEN, WHITE , 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				
268	KILOS	CHICKEN MEAT, (Quarter Leg Part), Fresh, one (1) kilo per pack				
		> Must be free from unpleasant smell				
		> Meat must be plump and pinkish in color and not green/gray				
24	KILOS	CHICKEN MEAT, (Breast Part), Fresh, one (1) kilo per pack				
		> Must be free from unpleasant smell				
		> Meat must be plump and pinkish in color and not green/gray				
148	KILOS	PORK, LAMAN, Part, 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				
82	KILOS	PORK, LAMAN, Part, 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				
131	KILOS	PORK, GROUND, 15-30% FAT, 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				
128	KILOS	FISH, BANGUS, Cleaned and fresh when delivered, 2pieces per kilo				
		> Intact Scales, bright red gills, clear eyes				
		> Cleaned and fresh				
303	KILOS	FISH, TILAPIA, Cleaned and fresh when delivered, 5-6 pieces per kilo.				
		> Intact Scales, bright red gills, clear eyes				
		> Cleaned and fresh				
		C. BREAKDOWN PER WEEK				
		WEEK 5.0 - FEBRUARY 1-2,2024 - delivery due on FEBRUARY 1, 2024 (THURSDAY)				
		>5 kilos of Pork Laman (menuido cut)				
		>12 kilos Tilapia				
		>12 kilos of Chicken, quarter leg part				
		>8 kilos of Ground pork				
		>6 trays of Egg				
		WEEK 5.1 - FEBRUARY 3-6, 2024 - delivery due on FEBRUARY 2, 2024 (FRIDAY)				
		>8 trays of Egg				
		>12 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 (menuido cut)				
		WEEK 6.0 - FEBRUARY 7-9, 2024 - delivery due on FEBRUARY 6, 2024 (TUESDAY)				
		>7 trays of Egg				
		>20 kilos of Bangus				
		>11 kilos of Ground pork				
		>12 kilos of Chicken, quarter leg part				

>5 kilos of Pork Laman (menudo cut)  
>12 kilos Tilapia

**WEEK 6.1 - FEBRUARY 10-13, 2024 - delivery due on FEBRUARY 9, 2024 (FRIDAY)**

>8 trays of Egg  
>12 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 7.0 - FEBRUARY 14-16, 2024 - delivery due on FEBRUARY 13, 2024 (TUESDAY)**

>7 trays of Egg  
>20 kilos of Bangus  
>11 kilos of Ground pork  
>12 kilos of Chicken, quarter leg part  
>5 kilos of Pork Laman (menudo cut)  
>12 kilos Tilapia

**WEEK 7.1 - FEBRUARY 17-20, 2024 - delivery due on FEBRUARY 16, 2024 (FRIDAY)**

>8 trays of Egg  
>12 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 8.0 - FEBRUARY 21-23, 2024 - delivery due on FEBRUARY 20, 2024 (TUESDAY)**

>7 trays of Egg  
>20 kilos of Bangus  
>11 kilos of Ground pork  
>12 kilos of Chicken, quarter leg part  
>5 kilos of Pork Laman (menudo cut)  
>12 kilos Tilapia

**WEEK 8.1 - FEBRUARY 24-27, 2024 - delivery due on FEBRUARY 23, 2024 (FRIDAY)**

>8 trays of Egg  
>12 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 - FEBRUARY 28-29 to MARCH 1, 2024 - delivery due on FEBRUARY 27, 2024 (TUESDAY)**

>4 trays of Egg  
>20 kilos of Bangus  
>6 kilos of Ground pork  
>24 kilos of Chicken, quarter leg part  
>12 kilos Tilapia  
>5 kilos of Pork Laman (menudo cut)

**WEEK 9.1 - MARCH 2- 5, 2024 - delivery due on MARCH 1, 2024 (FRIDAY)**

>10 trays of Egg  
>5 kilos of Pork Laman (menudo cut)  
>27 kilos Tilapia  
>7 kilos of Ground pork  
>13 kilos of Pork Laman (nilaga cut)  
>12 kilos of Bangus  
>12 kilos of Chicken, quarter leg part

**WEEK 9.0 - MARCH 6-8, 2024 - delivery due on MARCH 5, 2024 (TUESDAY)**

>3 kilos of Ground pork  
>15 kilos Tilapia  
>12 kilos of Pork Laman (nilaga cut)  
>3 kilos of Chicken breast  
>12 kilos of Chicken, quarter leg part  
>1 trays of Egg  
>5 kilos of Pork Laman (menudo cut)

**WEEK 9.0 - MARCH 9-12, 2024 - delivery due on MARCH 8, 2024 (FRIDAY)**

>10 trays of Egg  
>5 kilos of Pork Laman (menudo cut)  
>27 kilos Tilapia  
>7 kilos of Ground pork  
>13 kilos of Pork Laman (nilaga cut)  
>12 kilos of Bangus  
>12 kilos of Chicken, quarter leg part

**WEEK 9.0 - MARCH 13-15, 2024 - delivery due on MARCH 12, 2024 (TUESDAY)**

>3 kilos of Ground pork  
>15 kilos Tilapia  
>12 kilos of Pork Laman (nilaga cut)  
>3 kilos of Chicken breast  
>12 kilos of Chicken, quarter leg part  
>1 trays of Egg  
>5 kilos of Pork Laman (menudo cut)

**WEEK 9.0 - MARCH 16-19, 2024 - delivery due on MARCH 15, 2024 (FRIDAY)**

>10 trays of Egg  
>5 kilos of Pork Laman (menudo cut)  
>27 kilos Tilapia  
>7 kilos of Ground pork  
>13 kilos of Pork Laman (nilaga cut)  
>12 kilos of Bangus  
>12 kilos of Chicken, quarter leg part

**WEEK 9.0 - MARCH 20-22, 2024 - delivery due on MARCH 19, 2024 (TUESDAY)**

>3 kilos of Ground pork  
>15 kilos Tilapia  
>12 kilos of Pork Laman (nilaga cut)  
>3 kilos of Chicken breast  
>12 kilos of Chicken, quarter leg part  
>1 trays of Egg  
>5 kilos of Pork Laman (menudo cut)

**WEEK 9.0 - MARCH 23-26, 2024 - delivery due on MARCH 22, 2024 (FRIDAY)**

>10 trays of Egg  
>5 kilos of Pork Laman (menudo cut)  
>27 kilos Tilapia  
>7 kilos of Ground pork  
>13 kilos of Pork Laman (nilaga cut)  
>12 kilos of Bangus  
>12 kilos of Chicken, quarter leg part

**WEEK 9.0 - MARCH 27-29, 2024 - delivery due on MARCH 26, 2024 (TUESDAY)**

>3 kilos of Ground pork  
>15 kilos Tilapia  
>12 kilos of Pork Laman (nilaga cut)  
>3 kilos of Chicken breast  
>12 kilos of Chicken, quarter leg part  
>1 trays of Egg  
>5 kilos of Pork Laman (menudo cut)

**WEEK 9.0 - MARCH 30-31, 2024 - delivery due on MARCH 29, 2024 (FRIDAY)**

>6 trays of Egg  
>5 kilos of Pork Laman (menudo cut)  
>27 kilos Tilapia  
>4 kilos of Ground pork

**D. TERMS AND CONDITIONS**

> All prices quoted herein are valid, binding and effective for TWO (2) month  
FEBRUARY TO MARCH 2024

>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			
			case of items supplied from within in the Philippines or supplied by domestic			
			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: "ONE TIME PAYMENT WITHIN THIRTY (30) DAYS			
			AFTER THE COMPLETION OF THE PROJECT"			
			* NOTHING FOLLOWS *			
			Approved Budget for the Contract: PhP 286,700.00			

Please do not leave any blank items.


TOTAL OFFERED QUOTATION / BID

In WORDS:	In FIGURES:
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PURPOSE: PURCHASE OF WET MARKET GOODS( FRESH MEAT, FISH, EGGs Etc) FOR THE USE OF DSWD RO III AMOR VILLAGE - CENTER AND RESIDENTIAL CARE FACILITIES (CRCFs) FOR THE PERIOD REQUIREMENT OF FEBRUARY TO MARCH 2024

PR No. 2024-01-026

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"

  
ADRIAN D. MORALES  
OIC - Procurement Section Chief

\_\_\_\_\_  
Supplier