

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

REQUEST FOR QUOTATION

RFQ No. 2024-01-006  
PR No. 2024-01-051  
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 TARLAC LINGAP CENTER - 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:

ELECTRONIC SUBMISSION	<a href="https://tinyurl.com/fo3bacsite">https://tinyurl.com/fo3bacsite</a>  in case of difficulty accessing the above link, you may access the alternate link:  <a href="https://bit.ly/fo3bacsite">https://bit.ly/fo3bacsite</a>  Select the Menu – “ <b>BID SUBMISSION</b> ”
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>09:00 AM January 30, 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** h  
 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 TARLAC LINGAP CENTER, San Juan De Mata, Tarlac
  - Terms of Payment: Within 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.
- 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.

2024-01-006

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	UNIT COST	TOTAL COST
1	LOT		WET MARKET GOODS (Fresh meats/fish/eggs)			
			<b>A. REQUEST INFO</b>			
			Period of Requirement: Month of February (1-29)- March (1-31) CY 2024			
			Delivery Location: DSWD TARLAC LINGAP CENTER, San Juan De Mata, Tarlac			
			Delivery Frequency: Twice a week (every Tuesday and Friday) prior the actual week of need(see breakdown below)			
			<b>B. ITEM SUMMARY</b>			
78	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			
			> Tear and bruise free			
65	Kilos		PORK, LAMAN/LIEMPO 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			
6	Kilos		LIVER PORK, 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	Kilos		BEEF, LAMAN, FRESH ONE (1) KILO PER PACK			
			> Meat must be plump and pinkish in color and not green/gray			
			> Must be free from unpleasant smell			
77	Kilos		FISH BANGUS, FRESH, ONE (1) KILO PER PACK			
			> Intack scales, bright red gills, clear eyes			
12	Kilos		LIVER CHICKEN, FRESH, ONE (1) KILO PER PACK			
			> Must be free from unpleasant smell			
71	kilos		FISH TILAPIA, FRESH, PREFERABLY ALIVE WHEN DELIVERED, ONE (1) KILO PER PACK			
			> Intack scales, bright red gills, clear eyes			
			> Must be free from unpleasant smell			
79	kilos		FISH GALUNGGONG, FRESH, PREFERABLY ALIVE WHEN DELIVERED, ONE (1) KILO PER PACK			
			> Intack scales, bright red gills, clear eyes			
18	tray		EGGS, CHICKEN WHITE, AGE: 2-5 DAYS OLD, EXPIRATION: TWO (2) WEEKS UPON DELIVERY (30 pcs per tray)			
			> White, no broken shell			
			> Age: 2-5 days old			
			> Size: Medium 45-50 grams, 30 pcs per tray			
52	kilos		PORK, GROUND, 15-30% FAT, FRESH, UNSEASONED ONE (1) KILO PER PACK			
			> Must be free from the shoulder part of the pig			
			> Must be free from unpleasant smell			
			> Meat must be plump and pinkish in color and not green/gray			
9	tray		SALTED EGGS, CHICKEN RED, AGE: 18-21 DAYS OLD, EXPIRATION: TWO (2) WEEKS UPON DELIVERY (30 pcs per tray)			
			> White, no broken shell			
			> Age: 2-5 days old			
			> Size: Medium 45-50 grams, 30 pcs per tray			
20	kilos		PUSIT, FRESH, ONE (1) KILO PER PACK			
			> Must be free from unpleasant smell			
			> Meat must be plump and pinkish/redish in color and not green/gray			
4	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			
8	box		QUAIL EGGS, AGE: 16-18 DAYS OLD, EXPIRATION: TWO (2) WEEKS UPON DELIVERY (100 pcs per box)			
			> No broken shell			
			<b>C. BREAKDOWN PER WEEK</b>			

**February 1-2, 2024 (Delivery Date: February 1, 2024)**

- > 1 kgs. chicken liver
- > 5 kgs. pork laman
- > 1 kgs. pork liver
- > 5 kgs. fresh, tilapia
- > 1 tray eggs (30 pcs per tray)
- > 2 kgs. pork giling
- > 5 kgs. fresh, bangus

**February 3-6, 2024 (Delivery Date: February 02, 2024)**

- > 2 tray eggs (30 pcs per tray)
- > 4 kgs. pork giling
- > 10 kgs. fresh, bangus
- > 7 kgs. chicken quarter legs
- > 10 kgs. galunggong, fresh
- > 7 kgs. beef laman

**February 7-9, 2024 (Delivery Date: February 06, 2024)**

- > 1 kgs. chicken liver
- > 5 kgs. pork laman
- > 1 kgs. pork liver
- > 10 kgs. fresh, tilapia
- > 2 kgs. pork giling
- > 10 kgs. fresh, bangus
- > 1 tray salted eggs (30 pcs per tray)

**February 10-13, 2024 (Delivery Date: February 09, 2024)**

- > 2 trays eggs (30 pcs per tray)
- > 4 kgs. pork giling
- > 10 kgs. fresh, bangus
- > 7 kgs. chicken quarter legs
- > 10 kgs. galunggong, fresh
- > 7 kgs. beef laman

**February 14-16, 2024 (Delivery Date: February 13, 2024)**

- > 1 kgs. chicken liver
- > 5 kgs. pork laman
- > 1 kgs. pork liver
- > 10 kgs. fresh, tilapia
- > 2 kgs. pork giling
- > 10 kgs. fresh, bangus
- > 1 tray salted eggs (30 pcs per tray)

**February 17-20, 2024 (Delivery Date: February 16, 2024)**

- > 2 trays eggs (30 pcs per tray)
- > 4 kgs. pork giling
- > 10 kgs. fresh, bangus
- > 7 kgs. chicken quarter legs
- > 5 kgs. galunggong, fresh
- > 7 kgs. beef laman

**February 21-23, 2024 (Delivery Date: February 20, 2024)**

- > 2 kgs. chicken liver
- > 5 kgs. pork laman
- > 1 kgs. pork liver
- > 8 kgs. fresh, tilapia
- > 4 kgs. pork giling
- > 7 kgs. fresh, bangus
- > 1 tray salted eggs (30 pcs per tray)

**February 24-27, 2024 (Delivery Date: February 23, 2024)**

- > 2 trays eggs (30 pcs per tray)
- > 4 kgs. pork giling
- > 8 kgs. fresh, bangus
- > 7 kgs. chicken quarter legs
- > 8 kgs. galunggong, fresh
- > 6 kgs. beef laman

**February 28-March 05, 2024 (Delivery Date: February 27, 2024)**

- > 2 kgs. chicken liver
- > 7 kgs. pork laman

- > 2 kgs. pork liver
- > 8 kgs. tilapia, fresh
- > 1 tray eggs (30 pcs per tray)
- > 7 kgs. fresh, bangus
- > 2 tray salted eggs (30 pcs per tray)
- > 7 kgs. galunggong, fresh
- > 10 kgs. chicken quarter legs
- > 5 kgs. pork ginning
- > 1 kgs. chicken breast
- > 5 kgs. fresh, pusit

**March 06-12, 2024 (Delivery Date: March 05, 2024)**

- > 12 kgs. fresh, galunggong
- > 10 kgs. chicken quarter legs
- > 1 trays salted eggs (30 pcs per tray)
- > 10 kgs. pork laman
- > 2 trays eggs (30 pcs per tray)
- > 5 kgs. pork ginning
- > 1 kgs. chicken breast
- > 5 kgs. fresh, pusit
- > 10 kgs. fresh, tilapia
- > 2 trays quail eggs (100pcs per box)
- > 2 kgs. chicken liver

**March 13-19, 2024 (Delivery Date: March 12, 2024)**

- > 10 kgs. fresh, galunggong
- > 10 kgs. chicken quarter legs
- > 1 trays salted eggs (30 pcs per tray)
- > 8 kgs. pork laman
- > 2 trays eggs (30 pcs per tray)
- > 6 kgs. pork ginning
- > 1 kgs. chicken breast
- > 5 kgs. fresh, pusit
- > 10 kgs. fresh, tilapia
- > 2 trays quail eggs (100pcs per box)
- > 1 kgs. chicken liver

**March 20-26, 2024 (Delivery Date: March 19, 2024)**

- > 10 kgs. fresh, galunggong
- > 10 kgs. chicken quarter legs
- > 1 trays salted eggs (30 pcs per tray)
- > 10 kgs. pork laman
- > 2 trays eggs (30 pcs per tray)
- > 5 kgs. pork ginning
- > 1 kgs. chicken breast
- > 5 kgs. fresh, pusit
- > 10 kgs. fresh, tilapia
- > 2 trays quail eggs (100pcs per box)
- > 1 kgs. chicken liver

**March 27-31, 2024 (Delivery Date: March 26, 2024)**

- > 7 kgs. fresh, galunggong
- > 10 kgs. chicken quarter legs
- > 1 trays salted eggs (30 pcs per tray)
- > 10 kgs. pork laman
- > 2 trays eggs (30 pcs per tray)
- > 5 kgs. pork ginning
- > 2 trays quail eggs (100pcs per box)
- > 1 kgs. chicken liver

**D. TERMS AND CONDITION**

- > All prices quoted herein are valid, binding and effective for two (2) months - February (1-29)- March (1-31) CY 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 or rejected deliveries
- > The bidder is preferably a local supplier for in case of complaints, the local supplier can immediately respond. However, in the absence of the 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 if terms supplied from within the Philippines or supplied by domestic suppliers risk and little will not be deemed to have passed to the DSWD until their receipt and final acceptance at the final destination		
	<b>E. PAYMENT TERM:</b> 1st tranche (Feb 1-29, 2024) : Within 30 Calendar Days upon Completion of the first tranche 2nd tranche (March 1-31, 2024) : Within 30 Calendar Days upon Completion of the Second Tranche		
	<b>* NOTHING FOLLOWS *</b>		
	Approved Budget for the Contract: PhP 129,860.00		

Please do not leave any blank items.

**TOTAL OFFERED QUOTATION / BID**

<b>In WORDS:</b> _____	<b>In FIGURES:</b> PHP _____
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**PURPOSE:** PURCHASE OF WET MARKET GOODS( FRESH MEAT, FISH, EGGS Etc) FOR THE USE OF DSWD RO III TARLAC LINGAP CENTER - CENTER AND RESIDENTIAL CARE FACILITIES (CRCFs) FOR THE PERIOD REQUIREMENT OF FEBRUARY TO MARCH 2024

**PR No.** 2024-01-051

**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