

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

REQUEST FOR QUOTATION

RFQ No. 2024-01-012
PR No. 2024-01-052
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 HAVEN FOR GIRLS - 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	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	Bac-Section, 2/f, New Building, DSWD Regional Office III, Diosdado Macapagal Government Center, Maimpis, City of San Fernando, Pampanga
DEADLINE OF SUBMISSION	10:00 AM January 30, 2024

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 Haven for Girls, PSAU Compound, San Vicente Magalang Pampanga
 - 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 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 to register."

RFQ No. 2024-01-012
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)			
			A. REQUEST INFO			
			Period of Requirement: Month of February (1-29)- March (1-31) CY 2024			
			Delivery Location: DSWD Haven for Girls - PSAU Compound Bliss, San Vicente, Magalang Pampanga			
			Delivery Frequency: Twice a week (every Monday and Wednesday)prior the actual week of need (See breakdown below)			
			B. ITEM SUMMARY			
148	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			
132	Kilos		PORK, LAMAN/LIEMPO PART, Fresh, (1) kilo per pack			
			>Must be free from unpleasant smell			
			>Meat must be reddish/pinkish in color and not green/gray			
68	Kilos		PORK,GROUND, 15-30% Fat, Fresh, Unseasoned, One (1) kilo per pack			
			>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			
64	Kilos		FISH, TILAPIA, FRESH, Preferably Alive when delivered,			
			One (1) kilo per pack 4 pieces per pack			
			>Intact Scales, Bright Red Gills, Clear Eyes			
72	Kilos		FISH, BANGUS/MILKFISH,FRESH, One (1) kilo per pack, 2 - 3 pcs per pack			
			> Intact Scales, Bright Red Gills, Clear Eyes			
28	Tray		EGG, CHICKEN, White, Age:2-5 days old, Expiration: two (2) weeks upon delivery			
			> White, no broken shell			
			>Age: 2-5 days old			
			> Size: Medium, 45-50 grams, 30 pieces per tray			
56	Kilos		BEEF, LAMAN PART, Fresh,One (1) kilo per pack			
			>Must be free from unpleasant smell			
			>Meat must be reddish/pinkish in color and not green/gray			
			C. BREAKDOWN PER WEEK			
			I. February 1-4, 2024 (Delivery Due Date on February 1)			
			> 3 tray EGG			
			> 12 kilos CHICKEN MEAT, QUARTER LEG PART			
			> 8 kls FISH, BANGUS			
			> 10 kilos PORK, LAMAN/LIEMPO PART (2 - laman, 8 - liempo)			
			> 6 kilos PORK, GROUND			
			II. February 5-6, 2024 (Delivery Due Date on February 5)			
			> 7 kilos BEEF, LAMAN PART			
			> 2 kilos PORK, LAMAN PART			
			> 0.50 tray EGG			
			> 8 kls FISH, TILAPIA			
			III. February 7-11, 2024 (Delivery Due Date on February 7)			
			> 4 tray EGG			
			> 20 kilos CHICKEN MEAT, QUARTER LEG PART			
			> 10 kilos PORK, LAMAN/LIEMPO PART (2 - laman, 8 - liempo)			
			> 8 kilos FISH, BANGUS			
			> 6 kilos PORK, GROUND			
			IV. February 12-13, 2024 (Delivery Due Date on February 12)			
			> 7 kilos BEEF, LAMAN PART			
			> 2 kilos PORK, LAMAN PART			
			> 0.50 tray EGG			

		> 8 kls FISH, TILAPIA			
		V. February 14-18, 2024 (Delivery Due Date on February 14)			
		> 4 tray EGG			
		> 20 kilos CHICKEN MEAT, QUARTER LEG PART			
		> 10 kilos PORK, LAMAN/LIEMPO PART (2 - laman, 8 - liempo)			
		> 8 kilos FISH, BANGUS			
		> 6 kilos PORK, GROUND			
		VI. February 19-20, 2024 (Delivery Due Date on February 19)			
		> 7 kilos BEEF, LAMAN PART			
		> 2 kilos PORK, LAMAN PART			
		> 0.50 tray EGG			
		> 8 kls FISH, TILAPIA			
		VII. February 21-25, 2024 (Delivery Due Date on February 21)			
		> 4 tray EGG			
		> 20 kilos CHICKEN MEAT, QUARTER LEG PART			
		> 10 kilos PORK, LAMAN/LIEMPO PART (2 - laman, 8 - liempo)			
		> 8 kilos FISH, BANGUS			
		> 6 kilos PORK, GROUND			
		VIII. February 26-27, 2024 (Delivery Due Date on February 26)			
		> 7 kilos BEEF, LAMAN PART			
		> 2 kilos PORK, LAMAN PART			
		> 0.50 tray EGG			
		> 8 kls FISH, TILAPIA			
		VIII. February 28 to March 3, 2024 (Delivery Due Date on February 28)			
		> 3 tray EGG			
		> 20 kilos CHICKEN MEAT, QUARTER LEG PART			
		> 16 kilos PORK, LIEMPO PART			
		> 8 kilos FISH, BANGUS			
		> 4 kilos PORK, GROUND			
		IX. March 4-5, 2024 (Delivery Due Date on March 4)			
		> 1 tray EGG			
		> 2 kilos CHICKEN MEAT, QUARTER LEG PART			
		> 8 kilos FISH, TILAPIA			
		> 6 kilos PORK, GROUND			
		X. March 6-10, 2024 (Delivery Due Date on March 6)			
		> 1 tray EGG			
		> 12 kilos CHICKEN MEAT, QUARTER LEG PART			
		> 17 kilos PORK, LAMAN/LIEMPO PART (9 - laman, 8 - liempo)			
		> 8 kilos FISH, BANGUS			
		> 4 kilos PORK, GROUND			
		> 7 kilos BEEF, LAMAN PART			
		XI. March 11-12, 2024 (Delivery Due Date on on March 11)			
		> 1 tray EGG			
		> 2 kilos CHICKEN MEAT, QUARTER LEG PART			
		> 8 kilos FISH, TILAPIA			
		> 6 kilos PORK, GROUND			
		XII. March 13-17, 2024 (Delivery Due Date on March 13)			
		> 1 tray EGG			
		> 12 kilos CHICKEN MEAT, QUARTER LEG PART			
		> 17 kilos PORK, LAMAN/LIEMPO PART (9 - laman, 8 - liempo)			
		> 8 kilos FISH, BANGUS			
		> 4 kilos PORK, GROUND			
		> 7 kilos BEEF, LAMAN PART			
		XIII. March 18-19, 2024 (Delivery Due Date on March 18)			
		> 1 tray EGG			
		> 2 kilos CHICKEN MEAT, QUARTER LEG PART			
		> 8 kilos FISH, TILAPIA			
		> 6 kilos PORK, GROUND			
		XIV. March 20-24, 2024 (Delivery Due Date on March 20)			
		> 1 tray EGG			
		> 12 kilos CHICKEN MEAT, QUARTER LEG PART			
		> 17 kilos PORK, LAMAN/LIEMPO PART (9 - laman, 8 - liempo)			
		> 8 kilos FISH, BANGUS			
		> 4 kilos PORK, GROUND			
		> 7 kilos BEEF, LAMAN PART			
		XV. March 25-26, 2024 (Delivery Due Date on March 25)			
		> 1 tray EGG			

		> 2 kilos CHICKEN MEAT, QUARTER LEG PART		
		> 8 kilos FISH, TILAPIA		
		> 6 kilos PORK, GROUND		
		XIV. March 27-31, 2024 (Delivery Due Date on March 27)		
		> 1 tray EGG		
		> 12 kilos CHICKEN MEAT, QUARTER LEG PART		
		> 17 kilos PORK, LAMAN/LIEMPO PART (9 - laman, 8 - liempo)		
		> 8 kilos FISH, BANGUS		
		> 4 kilos PORK, GROUND		
		> 7 kilos BEEF, LAMAN PART		
		D. TERMS AND CONDITIONS		
		>All Prices quoted herein are valid, binding and effective for One (2month - February - March 2024)		
		> Prices quoted shall be inclusive of all costs including transportation, freight and other incidental expenses maybe incurred to the indicated delivery site		
		> Suppliers/ Service providers must have 10% of the quantity of each 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		
		>Ensures no disruption of deliveries		
		>The DSWD accepts no liability for the damage of items during transit, in the case it 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.		
		E. PAYMENT TERM:		
		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		
		* NOTHING FOLLOWS *		
		Approved Budget for the Contract: PhP 179,131.64		

Please do not leave any blank items.

TOTAL OFFERED QUOTATION / BID

In WORDS:	In FIGURES:
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PURPOSE:

PR No.

IMPORTANT:


PURCHASE OF WET MARKET GOODS(FRESH MEAT, FISH, EGGs Etc) FOR THE USE OF DSWD RO III HAVEN FOR GIRLS - CENTER AND RESIDENTIAL CARE FACILITIES (CRCFs) FOR THE PERIOD REQUIREMENT OF FEBRUARY TO MARCH 2024

2024-01-052

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