

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

REQUEST FOR QUOTATION

RFQ No. 2024-02-056
PR No. 2024-02-0110
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 REGIONAL REHABILITATION CENTER FOR YOUTH - CENTER AND RESIDENTIAL CARE FACILITIES (CRCFs) FOR THE PERIOD REQUIREMENT OF APRIL- JUNE 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, DSWD Regional Office III, Diosdado Macapagal Government Center, Maimpis, City of San Fernando, Pampanga
DEADLINE OF SUBMISSION	10:00 AM February 28, 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 RRCY, Brgy. Ayala, 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 Electornic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph to register."

RFQ No.
Date:

2024-02-056

*Company Name:

*Company Address:

*Contact Person:

*Contact No.:

*PhilGEPS Reg. No.:

	1	LOT	WET MARKET GOODS (Fresh meats/fish/eggs)		
			A. REQUEST INFO		
			Period of Requirement: Month of April (1-30) - June (1-30) CY 2024		
			Delivery Location: DSWD RRCY, Brgy. Ayala, Magalang Pampanga		
			Delivery Frequency: Twice a week at 6:30 in the morning, prior the actual week of need (see breakdown below)		
			B. ITEM SUMMARY		
	311	KILOS	CHICKEN MEAT: Whole, fresh individually packed as one (1) kilo per pack		
			> Must be free from unpleasant smell		
			> Must be plump and pinkish in color and not green/gray		
			> Tear and bruise free		
	100	KILOS	CHICKEN MEAT: BREAST, fresh individually packed as one (1) kilo per pack		
			> Must be free from unpleasant smell		
			> Must be plump and pinkish in color and not green/gray		
			> Tear and bruise free		
	36	KILOS	PORK, LIVER , Fresh , individually packed as one (1) kilo per pack		
			> Must be free from unpleasant smell		
			> Must be reddish and pinkish in color and not green/gray		
	28	KILOS	PORK, BAGA , Fresh , individually packed as one (1) kilo per pack		
			> Must be free from unpleasant smell		
			> Must be reddish and pinkish in color and not green/gray		
	140	KILOS	PORK, LAMAN , Fresh , individually packed as one (1) kilo per pack		
			> Must be free from unpleasant smell		
			> Must be reddish and pinkish in color and not green/gray		
	80	KILOS	PORK, CHOP , Fresh , individually packed as one (1) kilo per pack		
			> Must be free from unpleasant smell		
			> Must be reddish and pinkish in color and not green/gray		
	90	KILOS	PORK GROUND, fresh, individually packed as one (1) kilo per pack		
			> Must be from the shoulder part of the pig		
			> Must be free from unpleasant smell		
			> Must be reddish and pinkish in color and not green/gray		
	154	KILOS	PORK, LIEMPO , Fresh , individually packed as one(1)kilo per pack		
			>Must be free from unpleasant smell		
			>Must be free from reddisk and pinkish in color and not green /gray		
	260	KILOS	FISH TILAPIA,FRESH,Preferably alived when delivered, at least (5) five pieces (1) kilo per pack		
			> intact scales,Bright Red Gills, Clear eyes.		
	160	KILOS	FISH BANGUS/MILKFISH,FRESH, atleast(2) two pieces as one (1) kilo per pack		
			> Intact Scales, Bright Red Gills, Clear eyes		
	130	KILOS	PUSIT,FRESH, atleast(10) ten pieces as one (1) kilo per pack		
			> Must be free from unpleasant smell, Clear eyes		
	138	KILOS	FISH GALUNGONG/GG,FRESH, atleast (10) ten pieces as one (1) kilo per pack		
			> Intact Scales, Bright Red Gills, Clear eyes		
	137	TRAY	EGG,CHICKEN, Whites, AGE:2-5 laid, Expiration: two (2) weeks upon delivery 45-50grams (Medium) 30pcs. Per tray		
			> White, no broken shell		
			> Age 1-5 days old		
			> Size : Medium		
			C. BREAKDOWN PER WEEK		
			I.APRIL 1-2, 2024 (DELIVERY DUE DATE ON APRIL 1)		
			>8kls Pork chop		
			>15kls Bangus		
			>5kls Pork ground		
			>3kls Pork Liempo		
			II. APRIL 3-7, 2024 (DELIVERY DUE DATE ON APRIL 3)		
			>14trays Egg		
			>10kls Pork laman		
			>3kls Pork Liver		
			>10kls Pusit		
			>5kls Chicken breast		
			>24kls Chicken whole		
			>20kls Fish tilapia		
			>5kls Pork ground		

			>8kls Pork liempo			
			>10kls Galunggong			
			III. APRIL 8-9, 2024 (DELIVERY DUE DATE ON APRIL 8)			
			>8kls Pork chop			
			>15kls Bangus			
			>5kls Pork ground			
			>3kls Pork Liempo			
			IV. APRIL 10-14, 2024 (DELIVERY DUE DATE ON APRIL 10)			
			>14trays Egg			
			>10kls Pork laman			
			>3kls Pork Liver			
			>10kls Pusit			
			>5kls Chicken breast			
			>24kls Chicken whole			
			>20kls Fish tilapia			
			>5kls Pork ground			
			>8kls Pork liempo			
			>10kls Galunggong			
			V. APRIL 15-16, 2024 (DELIVERY DUE DATE ON APRIL 15)			
			>8kls Pork chop			
			>15kls Bangus			
			>5kls Pork ground			
			>3kls Pork Liempo			
			VI. APRIL 17-21, 2024 (DELIVERY DUE DATE ON APRIL 17)			
			>14trays Egg			
			>10kls Pork laman			
			>3kls Pork Liver			
			>10kls Pusit			
			>5kls Chicken breast			
			>24kls Chicken whole			
			>20kls Fish tilapia			
			>5kls Pork ground			
			>8kls Pork liempo			
			>10kls Galunggong			
			VII. APRIL 22-23, 2024 (DELIVERY DUE DATE ON APRIL 22)			
			>8kls Pork chop			
			>15kls Bangus			
			>5kls Pork ground			
			>3kls Pork Liempo			
			VIII. APRIL 24-28, 2024 (DELIVERY DUE DATE ON APRIL 24)			
			>14trays Egg			
			>10kls Pork laman			
			>3kls Pork Liver			
			>10kls Pusit			
			>5kls Chicken breast			
			>24kls Chicken whole			
			>20kls Fish tilapia			
			>5kls Pork ground			
			>8kls Pork liempo			
			>10kls Galunggong			
			IX. APRIL 29-30, 2024 (DELIVERY DUE DATE ON APRIL 29)			
			>8kls Pork chop			
			>15kls Bangus			
			>5kls Pork ground			
			>3kls Pork Liempo			
			I. MAY 1-5, 2024 (DELIVERY DUE DATE ON MAY 1)			
			> 20kls Fish Tilapia			
			> 10kls Pusit			
			> 23kls Whole Chicken			
			> 5kls Fish Bangus			
			> 8kls Pork Liempo			
			> 15kls Pork laman			
			> 3trays Egg			
			> 10kls Chicken Breast			

[illegible]

[illegible]

		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:			
		1st tranche (April 1-30, 2024) : Within 30 Calendar Days upon Completion of the			
		first tranche			
		2nd tranche (May 1-31, 2024) : Within 30 Calendar Days upon Completion of the			
		Second Tranche			
		3rd tranche (June 1-30, 2024) : Within 30 Calendar Days upon Completion of the			
		Third Tranche			
		* NOTHING FOLLOWS *			
		Approved Budget for the Contract: PhP 479,490.00			

Please do not leave any blank items.

TOTAL OFFERED QUOTATION / BID

In WORDS:	In FIGURES:	
		PHP _____

PURPOSE:

PURCHASE OF WET MARKET GOODS(FRESH MEAT, FISH, EGGs Etc) FOR THE USE OF DSWD RO III REGIONAL REHABILITATION CENTER FOR YOUTH - CENTER AND RESIDENTIAL CARE FACILITIES (CRCFs) FOR THE PERIOD REQUIREMENT OF APRIL- JUNE 2024

PR No.


2024-02-110

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