

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

REQUEST FOR QUOTATION

RFQ No. 2024-03-003
PR No. 2024-02-109
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 HOME FOR WOMEN- 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/fo3bacsit in case of difficulty accessing the above link, you may access the alternate link: https://bit.ly/fo3bacsit 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	1:00 PM March 6, 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: April - June 2024
 - Place of Delivery: DSWD THFW, Tarlac Provincial Hospital Compound, Brgy. San Vicente, Tarlac City
 - 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.

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 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
Date: 2024-03-003

*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 Tarlac Home For Women, Tarlac Provincial Hospital Compound, Brgy. San Vicente, Tarlac City		
			Delivery Frequency: Twice a week (Monday and Wednesday) prior the actual week of need (See breakdown below)		
			B. ITEM SUMMARY		
	162	KILOS	PORK LAMAN, Fresh, (1) kilo per pack		
			> must be free from unpleasant smell		
			> must be reddish/pinkish in color and not green/gray		
	59	KILOS	PORK, Ground, 15-30% fat, Fresh, Unseasoned, (1) kilo per pack		
			> must be from the shoulder part of the pig		
			> must be free from unpleasant smell		
			> must be reddish/pinkish in color and not green/gray		
	25	KILOS	PORKCHOP Fresh, (1) kilo per pack		
			> must be free from unpleasant smell		
			> must be reddish/pinkish in color and not green/gray		
	20	KILOS	TUNA FISH, Fresh, (1) kilo per pack		
			> must be cleaned already, bright red gills, clear eyes		
			> must be free from unpleasant smell; Size: medium		
	65	KILOS	BEEF LAMAN, Fresh, (1) kilo per pack		
			> must be free from unpleasant smell		
			> must be reddish/pinkish in color and not green/gray		
	4	KILOS	OXTRIFE, Fresh, (1) kilo per pack		
			> must be free from unpleasant smell, tear and bruise-free		
			> must be plump and pinkish in color and not green/gray		
	29	KILOS	GROUND BEEF, Fresh, (1) kilo per pack		
			> must be free from unpleasant smell		
			> must be reddish/pinkish in color and not green/gray		
	20	KILOS	PUSIT, Fresh, (1) kilo per pack		
			> must be cleaned already, clear eyes		
			> must be free from unpleasant smell, Size: medium		
	20	KILOS	PORK PATA Fresh, (1) kilo per pack		
			> must be free from unpleasant smell		
			> must be reddish/pinkish in color and not green/gray		
	176	KILOS	CHICKEN, DRESSED (WHOLE), Unseasoned Fresh, (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		
	24	KILOS	FISH BANGUS, Fresh, (1) kilo per pack		
			> must be cleaned already, bright red gills, clear eyes		
			> must be free from unpleasant smell		
			> Size: medium		
	45	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		
	8	KILOS	PORK LIVER, Fresh, (1) kilo per pack		
			> must be free from unpleasant smell		
			> > must be reddish/pinkish in color and not green/gray		
	20	KILOS	GALUNGONG, LALAKI, Fresh, (1) kilo per pack		
			> must be free from unpleasant smell		
			> Size: medium, clear eyes and must be cleaned already		
	32	KILOS	TILAPIA FISH, Fresh, (1) kilo per pack		
			> must be cleaned already, bright red gills, clear eyes		
			> must be free from unpleasant smell, Size: medium		
	20	KILOS	SHRIMP, Fresh, (1) kilo per pack		
			> must be free from unpleasant smell		
			> Size: medium		
	12	KILOS	GROUND CHICKEN, Unseasoned Fresh, (1) kilo per pack		
			> must be free from unpleasant smell		
			> must be plump and pinkish in color and not green/gray		
			C. BREAKDOWN PER WEEK		
			I. Week 1 - April 1-7, 2024		
			April 1-4, 2024 (DELIVERY DATE IS ON April 1, 2024)		
			> 3.5 trays egg		
			> 10 kilos pork laman		
			> 5 kilos porkchop		
			> 10 kilos dressed chicken		
			> 1 kilo ground beef		
			> 8 kilos tilapia		
			April 5-7, 2024 (DELIVERY DATE IS ON April 3, 2024)		
			> 7 kilos pork laman		
			> 5 kilos dressed chicken		

		> 5 kilos beef laman			
		> 2 kilos ground pork			
		> 2 kilos bangus			
		> 1 kilos oxtrife			
		II. Week 2 - April 8-14, 2024			
		April 8-11, 2023 (DELIVERY DATE IS ON April 8, 2023)			
		> 3.5 trays egg			
		> 10 kilos pork laman			
		> 5 kilos porkchop			
		> 10 kilos dressed chicken			
		> 1 kilo ground beef			
		> 8 kilos tilapia			
		April 12-14, 2024 (DELIVERY DATE IS ON April 10, 2024)			
		> 7 kilos pork laman			
		> 5 kilos dressed chicken			
		> 5 kilos beef laman			
		> 2 kilos ground pork			
		> 2 kilos bangus			
		> 1 kilos oxtrife			
		III. Week 3 - April 15-21, 2024			
		April 15-18, 2023 (DELIVERY DATE IS ON April 15, 2023)			
		> 3.5 trays egg			
		> 10 kilos pork laman			
		> 5 kilos porkchop			
		> 10 kilos dressed chicken			
		> 1 kilo ground beef			
		> 8 kilos tilapia			
		April 19-21, 2024 (DELIVERY DATE IS ON April 17, 2024)			
		> 7 kilos pork laman			
		> 5 kilos dressed chicken			
		> 5 kilos beef laman			
		> 2 kilos ground pork			
		> 2 kilos bangus			
		> 1 kilos oxtrife			
		IV. Week 4 - April 22-28, 2024			
		April 22-25, 2023 (DELIVERY DATE IS ON April 22, 2023)			
		> 3.5 trays egg			
		> 10 kilos pork laman			
		> 5 kilos porkchop			
		> 10 kilos dressed chicken			
		> 1 kilo ground beef			
		> 8 kilos tilapia			
		April 26-28, 2024 (DELIVERY DATE IS ON April 24, 2024)			
		> 7 kilos pork laman			
		> 5 kilos dressed chicken			
		> 5 kilos beef laman			
		> 2 kilos ground pork			
		> 2 kilos bangus			
		> 1 kilos oxtrife			
		V. Week 5 - April 29-30, 2024 (DELIVERY DATE IS ON April 29, 2024)			
		> 1 tray egg			
		> 2 kilos pork laman			
		> 5 kilos porkchop			
		> 5 kilos dressed chicken			
		I. Week 1 - May 1-7, 2024			
		May 1-3, 2024 (DELIVERY DATE IS ON April 29, 2024)			
		> 4 trays egg			
		> 5 kilos ground beef			
		> 10 kilos dressed chicken			
		> 4 kilos ground pork			
		> 4 kilos pork laman			
		May 4-7, 2024 (DELIVERY DATE IS ON May 1, 2024)			
		> 5 kilos dressed chicken			
		> 2 kilos ground pork			

			> 4 kilos pork laman			
			> 1 kilo pork liver			
			> 4 kilos bangus			
			> 5 kilos shrimp			
			> 5 kilos pork pata			
			> 5 kilos tuna fish			
			II. Week 2 - May 8-14, 2024			
			May 8-10, 2024 (DELIVERY DATE IS ON May 6, 2024)			
			> 4 trays egg			
			> 5 kilos ground beef			
			> 10 kilos dressed chicken			
			> 4 kilos ground pork			
			> 4 kilos pork laman			
			May 11-14, 2024 (DELIVERY DATE IS ON May 8, 2024)			
			> 5 kilos dressed chicken			
			> 2 kilos ground pork			
			> 4 kilos pork laman			
			> 1 kilo pork liver			
			> 4 kilos bangus			
			> 5 kilos shrimp			
			> 5 kilos pork pata			
			> 5 kilos tuna fish			
			III. Week 3 - May 15-21, 2024			
			May 15-17, 2024 (DELIVERY DATE IS ON May 13, 2024)			
			> 4 trays egg			
			> 5 kilos ground beef			
			> 10 kilos dressed chicken			
			> 4 kilos ground pork			
			> 4 kilos pork laman			
			May 18-21, 2024 (DELIVERY DATE IS ON May 15, 2024)			
			> 5 kilos dressed chicken			
			> 2 kilos ground pork			
			> 4 kilos pork laman			
			> 1 kilo pork liver			
			> 4 kilos bangus			
			> 5 kilos shrimp			
			> 5 kilos pork pata			
			> 5 kilos tuna fish			
			IV. Week 4 - May 22-28, 2024			
			May 22-24, 2024 (DELIVERY DATE IS ON May 20, 2024)			
			> 4 trays egg			
			> 5 kilos ground beef			
			> 10 kilos dressed chicken			
			> 4 kilos ground pork			
			> 4 kilos pork laman			
			> 6 kilos ATAY BALUNBALUNAN			
			>15 Kilos FISH GALUNGONG			
			May 25-28, 2024 (DELIVERY DATE IS ON May 22, 2024)			
			> 5 kilos dressed chicken			
			> 2 kilos ground pork			
			> 4 kilos pork laman			
			> 1 kilo pork liver			
			> 4 kilos bangus			
			> 5 kilos shrimp			
			> 5 kilos pork pata			
			> 5 kilos tuna fish			
			V. Week 5 - May 29-31, 2024 (DELIVERY DATE IS ON May 27, 2024)			
			> 1.5 trays egg			
			> 5 kilos ground beef			
			> 10 kilos dressed chicken			
			> 4 kilos ground pork			
			> 4 kilos pork laman			
			I. Week 1 - June 1-7, 2024			
			June 1-3, 2024 (DELIVERY DATE IS ON May 29, 2024)			

		> 3 trays egg			
		> 7 kilos dressed chicken			
		> 3 kilos ground pork			
		> 5 kilos beef laman			
		> 5 kilos galunggong			
		> 1 kilo pork laman			
		June 4-7, 2024 (DELIVERY DATE IS ON June 3, 2024)			
		> 2 kilos dressed chicken			
		> 2 kilos ground pork			
		> 5 kilos beef laman			
		> 13 kilos pork laman			
		> 3 kilos ground chicken			
		> 5 kilos pusit			
		> 1 kilo pork liver			
		II. Week 2 - June 8-14, 2024			
		June 8-10, 2024 (DELIVERY DATE IS ON June 5, 2024)			
		> 3 trays egg			
		> 7 kilos dressed chicken			
		> 3 kilos ground pork			
		> 5 kilos beef laman			
		> 5 kilos galunggong			
		> 1 kilo pork laman			
		June 11-14, 2024 (DELIVERY DATE IS ON June 10, 2024)			
		> 2 kilos dressed chicken			
		> 2 kilos ground pork			
		> 5 kilos beef laman			
		> 13 kilos pork laman			
		> 3 kilos ground chicken			
		> 5 kilos pusit			
		> 1 kilo pork liver			
		III. Week 3 - June 15-21, 2024			
		June 15-17, 2024 (DELIVERY DATE IS ON June 12, 2024)			
		> 3 trays egg			
		> 7 kilos dressed chicken			
		> 3 kilos ground pork			
		> 5 kilos beef laman			
		> 5 kilos galunggong			
		> 1 kilo pork laman			
		June 18-21, 2024 (DELIVERY DATE IS ON June 17, 2024)			
		> 2 kilos dressed chicken			
		> 2 kilos ground pork			
		> 5 kilos beef laman			
		> 13 kilos pork laman			
		> 3 kilos ground chicken			
		> 5 kilos pusit			
		> 1 kilo pork liver			
		IV. Week 4 - June 22-28, 2024			
		June 22-24, 2024 (DELIVERY DATE IS ON June 19, 2024)			
		> 3 trays egg			
		> 7 kilos dressed chicken			
		> 3 kilos ground pork			
		> 5 kilos beef laman			
		> 5 kilos galunggong			
		> 1 kilo pork laman			
		June 25-28, 2024 (DELIVERY DATE IS ON June 24, 2024)			
		> 2 kilos dressed chicken			
		> 2 kilos ground pork			
		> 5 kilos beef laman			
		> 13 kilos pork laman			
		> 3 kilos ground chicken			
		> 5 kilos pusit			
		> 1 kilo pork liver			
		V. Week 5 - June 29-30, 2024 (DELIVERY DATE IS ON June 26, 2024)			
		> 1/2 tray egg			

			> 1/2 tray egg			
			>5 kilos dressed chicken			
			> 3 kilos ground pork			
			> 5 kilos beef laman			
			D. TERMS AND CONDITIONS			
			> All prices quoted herein are valid, binding and effective for two (3) months - April (1-30), May (1-31) and June (1-30) 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/ 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 228,343.00			

Please do not leave any blank items.

TOTAL OFFERED QUOTATION / BID

<p>In WORDS:</p> <p>_____</p> <p>_____</p>	<p>In FIGURES:</p> <p>PHP _____</p>
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PURPOSE: PURCHASE OF WET MARKET GOODS(FRESH MEAT, FISH, EGGS Etc) FOR THE USE OF DSWD RO III TARLAC HOME FOR WOMEN- CENTER AND RESIDENTIAL CARE FACILITIES (CRCFs) FOR THE PERIOD REQUIREMENT OF APRIL - JUNE 2024

PR No. 2024-02-109

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