

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

REQUEST FOR QUOTATION

RFQ No. 2024-11-008
PR No. See Annex A
Mode of Proc: NP-TFB

*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: SUPPLY AND DELIVERY OF JANITORIAL AND HYGIENIC SUPPLIES FOR SIX (6) CRCFs (AMOR, RRCY, RHFG, TLC, THFW, AND HAVEN) CY 2024**

Sir/Madam:

The Department of Social Welfare and Development (DSWD) - Field Office III, through the CURRENT FUNDS CY 2024 intends to apply the sum of ONE MILLION FIVE HUNDRED SIXTY-SEVEN THOUSAND FIFTY-THREE PESOS AND 79/100 being the Approved Budget of the Contract to payments under the contract for "SUPPLY AND DELIVERY OF JANITORIAL AND HYGIENIC SUPPLIES FOR SIX (6) CRCFs (AMOR, RRCY, RHFG, TLC, THFW, AND HAVEN) CY 2024". Bids received in excess of the ABC shall be automatically rejected at bid opening.

The Department of Social Welfare and Development (DSWD) - Field Office III now invites bids for the above Procurement Project. Completion of the Projects should be as specified in the Technical Specification Form. Bidder must have at least three (3) years from the date of submission and receipt of bids, a contract similar to the Project.

The procurement for this project will be conducted through Negotiated Procurement for Two-Failed Bidding pursuant to Section 53.1 of 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

The selection of the successful offer shall be based on the best and final offer that will be submitted on the set deadline by the BAC and which would meet the minimum technical specification required.

Interested bidders may obtain further information from Bids and Awards Committee (BAC) Secretariat of the Procuring Entity and inspect the Bidding Documents posted at DSWD Field Office III.

A complete set of the Request for Quotation, Annex A and other necessary attachments may be acquired by interested Bidders on November 12, 2024 to November 15, 2024 (10:00 AM) from the given address and website(s) table below.

NP-TWO FAILED BIDDINGS

Eligibility and Technical Documents

- Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR,
- Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; and
- Statement of the bidders Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules; and
- Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission or original copy of Notarized Bid Securing Declaration; and
- Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or aftersales/parts, if applicable; and
- Original duly signed Omnibus Sworn Statement (OSS) and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.
- Brochure or any evidence with complete specifications, unaltered and clear photos of the Items to be offered with Product Label showing the brand model
- Notarized Special Power of Attorney (SPA) / Secretary Certificate for Authorized Representative

Financial Documents

- The prospective bidder's computation of Net Financial Contracting Capacity (NFCC); and
- If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence or duly notarized statements from all the potential joint venture partners stating that they enter and abide by the provisions of the JVA in the instance that the bid is successful.
- Duly signed and accomplished RFQ and Annex A; and

Failure to attach the required documents will result in the **DISQUALIFICATION** of your bid.

Additional Requirements

- If awarded, kindly submit the **BIR Registration Certificate** within 1 day upon receipt of the Notice of Award.
- Kindly also submit your Performance Security within ten (10) calendar days from the receipt of Notice of Award
- Warranty Security is required in accordance with the stipulations stated in Section 62.1 of Rule XIX of the Updated 2016 Revised IRR of RA 9184.

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:

<p>ELECTRONIC SUBMISSION</p>	<p>https://tinyurl.com/fo3bacsite</p> <p>in case of difficulty accessing the above link, you may access the alternate link:</p>
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	https://bit.ly/fo3bacsite
IN PERSON SUBMISSION	Select the Menu – “ BID SUBMISSION ” BAC Office (in front of Cash Releasing), DSWD Regional Office III, Diosdado Macapagal Government Center, Maimpis, City of San Fernando, Pampanga
DEADLINE OF SUBMISSION	10:00 AM November 15, 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
Procurement Section Chief

Terms and Conditions:

- Award shall be made on per: Item Basis Lot Basis
 - No negative feedback/record and or delay of delivery of Service Provider within Three (3) months.
 - Quotation validity shall be: Thirty (30) Calendar Days
 - Goods/Activity shall be delivered within: see Technical Specification
 - Place of Delivery: DSWD Field Office 3, Main Building DMGC Maimpis, CSFP
 - Terms of Payment: 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 to be shouldered by the Service Provider.

- 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

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

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. 2024-11-008

Date: _____

*Company Name: _____

*Company Address: _____

*Contact Person: _____

*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 "COMPLY" if able to deliver)	UNIT COST	TOTAL COST
1	LOT		JANITORIAL AND HYGIENE SUPPLIES			
100	CAN		AIR FRESHENER, Aerosol type/Spray Mist, 320ml			
15	PIECE		AIR FRESHENER, GEL TYPE, 180g			
15	GALLON		ALCOHOL, Ethyl, 70% solution, 1 gallon			
330	BOTTLE		ALCOHOL, ISOPROPHYL, 70% solution, 500ml			
60	PIECE		BABY COLOGNE, REGULAR, size: 125ml			
15	PIECE		BABY LOTION, 500ml			
327	PIECE		BABY OIL, REGULAR, 300ml			
310	PIECE		BABY POWDER, 500g			
14	PACK		BAGS, SANDO TYPE, Large, White, 100pcs/pack			
40	PACK		BATTERY, AA, Alkaline, 1.5Volts, 2 pieces per blister pack			
43	PACK		BATTERY, AAA, Alkaline, 1.5Volts, 2 pieces per blister pack			
10	PACK		BATTERY, Alkaline, 9 Volts, 1 pc/pack			
231	PIECE		BROOM SOFT, TAMBO, Tiger Grass/Arjuna Fiber			
332	PIECE		BROOM, STICK, TINGTING			
266	PIECE		CLEANER, TOILET BOWL, Antibacterial, 900ml			
50	CAN		CLEANSER, SCOURING POWDER, 500g			
56	PACK		COTTON BALLS, HYPOALLERGENIC, 140-150 balls/pack			
39	PACK		COTTON BUDS, Plastic Stem, 200pcs/pack			
230	PIECE		DEODORANT, ROLL-ON, FOR MEN, 45ml - 50ml			
650	PIECE		DEODORANT, ROLL-ON, FOR WOMEN, 45ml - 50ml			
70	PIECE		DEODORIZER, TOILET, size: 100g w/ frame/holder			
1200	BAR		DETERGENT BAR, Jumbo Cut, 120g			
730	POUCH		DETERGENT POWDER 2.1 to 2.2kg/pouch			
350	PACK		DIAPERS, ADULT USE, Unisex, Medium, Waist Size: 32-44 inches, 10pads/pack			
58	PIECE		DIPPER, PLASTIC, Durable			
410	BOTTLE		DISHWASHING LIQUID, 475-495ml			
110	CAN		DISINFECTANT SPRAY, Aerosol type, 510g			
35	PIECE		DUST PAN, Plastic, With Wall Hanger			
220	BUNDLE		FABRIC CONDITIONER, Antibacterial, 36-50ml, 6pcs/bundle			
10	PIECE		GLOVES, CLEANING, Latex/Rubber, Household use, Yellow, Large			
161	CAN		INSECTICIDE, Multi Insect Killer, Aerosol type, 500ml			
10	PIECE		MOPHANDLE, Aluminum Handle, Screw Type			
25	PIECE		MOPHEAD, RAYON, 40 strands/ply, 3ply/strand, Twisted			
80	BOTTLE		MURIATIC ACID, All purpose Cleaner, 2L capacity			
400	PACK		NAPKIN, Cottony Soft Cover, without Wings, 8pads/pack			
60	PIECE		PAIL, PLASTIC, With Metal Handle, 12 Liters Capacity			

