

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

REQUEST FOR QUOTATION

RFQ No. **2024-11-047** ✓
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 - 2**

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 - 2". 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 26, 2024 to November 29, 2024 (11:00 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
- Duly signed After-sales service/parts ; 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:

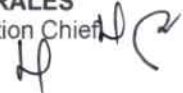
<p>ELECTRONIC SUBMISSION</p>	<p>https://tinyurl.com/fo3bacsite</p> <p>in case of difficulty accessing the above link, you may access the alternate link:</p>
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	https://bit.ly/fo3bacsite
IN PERSON SUBMISSION	Select the Menu – “BID SUBMISSION” BAC Office (in front of Cash Releasing), DSWD Regional Office III, Diosdado Macapagal Government Center, Maimpis, City of San Fernando, Pampanga
DEADLINE OF SUBMISSION	11:00 AM November 29, 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.

JALYN S. TASIC

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. 2024-11-047
Date: _____

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*Company Address: _____
*Contact Person: _____
*PhilGEPS Reg. No.: _____

Stock/Property 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
	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 (12 x 20 inches) 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			
	1400	BAR	PURE WHITE BAR SOAP, anti-bacterial, 85-130 grams			

