

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

REQUEST FOR QUOTATION

RFQ No.	2025-04-0083
PR No.	SEE ANNEX A
Mode of Procurement	NP – Two Failed Bidding

*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 GROCERY SUPPLIES FOR 6 CRCFs (AMOR, RRCY, RHFG, TLC, THFW, AND HAVEN) FOR 2ND QUARTER OF CY 2025**

Sir/Madam:

The Department of Social Welfare and Development (DSWD) - Field Office III now invites bids for the above Procurement 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 Request for Quotation, Annex A and TOR posted at DSWD Field Office III website and PhilGEPS microsite.

Furthermore, interested bidders MUST submit the following requirements along with their accomplished Request for Quotation and Annex A.

NP-TWO FAILED BIDDINGS

Legal and Technical Requirements

- Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;
- Notarized Bid Securing Declaration;
- Notarized 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;
- Latest Income/Business Tax Return;
- Production/delivery schedule, manpower requirements form and after sales/parts; **and**
- Evidence supporting the specifications and compliance of the offered item/s must be submitted as part of your bid. Acceptable forms of evidence include, but are not limited to:
 - Manufacturer's sales literature or brochures;
 - Clear photos showing the brand, model, and specifications;
 - Website links with readable brand and detailed specifications;
 - Unconditional statements of specification and compliance issued by the manufacturer; and/or
 - Samples or independent test data, as appropriate.

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

Additional Requirements

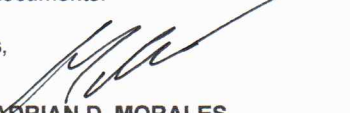
- If awarded, kindly submit the **BIR Registration Certificate** within 1 day upon receipt of the Notice of Award.
- Kindly submit Performance Security within ten (10) calendar days upon receipt of Notice of Award
- Warranty security is required in accordance with the stipulations stated in Section 62.1 of Rule XIX of the Updated 2016 Revised IRR of RA 9184. (Must be reflected along with your after sales form or in a different document)

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:

SERVICE REGISTRATION PROVIDERS'	https://tinyurl.com/fo3bacsite Select the Menu – "SERVICE PROVIDER REGISTRATION FORM"
ELECTRONIC SUBMISSION	https://tinyurl.com/fo3bacsite <u>in case of difficulty accessing the above link, you may access the alternate link:</u> https://bit.ly/fo3bacsite Select the Menu – "BID SUBMISSION"
IN PERSON SUBMISSION	BAC Office (New Building), DSWD Regional Office III, Diosdado Macapagal Government Center, Maimpis, City of San Fernando, Pampanga
DEADLINE OF SUBMISSION	11:00 AM MAY 02, 2025

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:

1. Award shall be made on per: Item Basis Lot Basis
 2. No negative feedback/record and or delay of delivery of Service Provider within Three (3) months.
 3. Quotation validity shall be: Thirty (60) Calendar Days
 4. Goods/Activity shall be delivered within: Please see attached TOR
 5. Place of Delivery: DSWD Field Office 3, Main Building DMGC Maimpis, CSFP
 6. Terms of Payment: Please see attached TOR
- 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.

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.


BIANCA C. SOLITA

PPMU Head

(Signature over Printed Name)
Supplier