

REQUEST FOR QUOTATION (RFQ)

PR/PP No.: 2022-12-728

RFQ No.: 2022-12-932

End-user: SFP

Date: DEC 14 2022

Name of Project:

ABC: ₱144,755.00

**PURCHASE AND DELIVERY OF FOOD SUPPLIES FOR THE 12TH
CYCLE SUPPLEMENTARY FEEDING PROGRAM IN VARIOUS LGUS
IN KALINGA**

Mode of Procurement: SMALL VALUE PROCUREMENT

Sir/Madam: _____

Please quote your lowest price on the item/s described below inclusive of taxes duly signed by you or your authorized representative, subject to the Terms and Condition provided in this RFQ and submit personally to the Office of the Procurement Section, 40 North Drive, Baguio City or through email at bacsec.car@dswd.gov.ph on or before **DEC 19 2022 12:00NN**.

ENRIQUE H. GASCON JR.
BAC Chairperson

TERMS AND CONDITIONS:

1. Quotations in excess of the ABC will be REJECTED.
2. For total quoted price, quotations with a dash or zero shall be deemed free of charge.
3. All entries must be typewritten/printed/longhand. **Any erasure in the quotation must be countersigned by the bidder/representative**, otherwise quotation will be rejected.
4. The Procuring Entity may give due preference to goods being offered with green component.
5. If necessary, the BAC through the TWG, may require an ocular inspection of the venue/place of business/goods being offered.
6. Delivery of Goods / Services is as **indicated** in the next page.
7. Price validity shall be for a period of **120 calendar days** from RFQ Opening of the BAC until confirmation of Purchase Order by the winning supplier.
8. The following documents shall be attached upon submission of quotation, otherwise your quotation will not be accepted, please disregard if already submitted:
 - o PhilGEPS Platinum Membership (if not available, Please submit the following items a and b)
 - a. **Updated Mayor's / Business Permit**
 - b. **PhilGEPS Registration Certificate or PhilGEPS Registration Number to be indicated in space below (except for Negotiated Procurement - Emergency Cases, Sec. 53.2, RA 9184 IRR)**
 - o **Income/Business Tax Return (for Small Value Procurement, Direct Contracting above P500K, Emergency Cases above P500K, and Lease of Real Property/Venue).**
 - o **Official Receipt issued by BIR(a mere picture of the receipt can suffice)**
9. Where there is discrepancy between: (a) total price per item and unit price for the item as extended or multiplied by the quantity of that item, the unit price shall prevail; (b) stated total price and the actual sum of prices of component items, the lower shall prevail; (c) unit cost in the detailed estimate and unit cost in the bill of quantities, the lower shall prevail.
10. Suppliers/Contractors who **refuse to accept correction of price offer after Bid Evaluation may be disqualified.**
11. Award of Contract shall be made to the Lowest Calculated Responsive Quotation (LCRQ) that complies to the technical specifications and the terms and conditions stated herein.
12. The BAC shall require the bidder with Lowest Calculated Responsive Quotation (LCRQ) to submit the Omnibus Sworn Statement prior to issuance of Award / Purchase Order with ABC amounting to P500,000.00 for Emergency Cases and P50,000.00 above for Small Value Procurement.
13. If the Supplier fails to deliver the required goods /services as specified in the Award / Purchase Order, the Procuring Entity may **disqualify bidder from participating future procurement activities to be conducted by DSWD-CAR.**
14. Liquidated damages equivalent to one tenth of one percent (0.001) of the value of the goods not delivered within the prescribed delivery period may be imposed per day of delay. The Procuring Entity (PE) may rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
15. Further information may be obtained from the Procurement Section with telephone number **(074) 661-0430 local 25025** or email address **bacsec.car@dswd.gov.ph**.

Republic of the Philippines
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Cordillera Administrative Region
40 North Drive, Baguio City

REQUEST FOR QUOTATION (RFQ)

LOT NO.	DETAILED DESCRIPTION	QTY	UNIT	BRAND OFFERED	UNIT PRICE	TOTAL
1	PURCHASE AND DELIVERY OF FOOD SUPPLIES FOR THE 12TH CYCLE SUPPLEMENTARY FEEDING PROGRAM IN VARIOUS LGUS IN KALINGA					
	COMPLETE PANCAKE MIX, atleast 500 grams per pack	1703	pack			
	<i>OTHER REQUIREMENTS</i>	COMPLIANCE		REMARKS		
		Can Comply	Cannot Comply			
	1. Delivery will depend on the release of ECCD Council on the start of classes for Child Development Centers. Any re-scheduling of delivery date will be agreed upon by the C/MSWDO, supplier and SFP staff during calamities, holidays, pandemic and other circumstantial situations.	[]	[]			
	2. Grocery items must be well-sealed, in its original packaging (no refill and re-pack) and must bear the manufacturer's name, date of manufacturing and date of expiry. Expiry must be atleast 6 months from the date of delivery/ Best before date should be label on the packaging.	[]	[]			
	3. Supplier should guarantee quality of delivered goods, otherwise items deemed reject should be replaced within the day or a buffer should be ensured every delivery.	[]	[]			
	4. Supplier is responsible in the loading and unloading of goods to the designated delivery sites. Items should be pack per Child Development Center.	[]	[]			
	5. Supplier should assist in the distribution of goods and must stay until distribution is done to ensure that concerns during distribution is addressed.	[]	[]			
	6. Goods are expected to be sanitary, fit for children consumption and recommended to be local-produced.	[]	[]			
	7. Delivery Site: MSWD Office and identified pick up points of the following municipalities Tanudan, Lubuagan, Tinglayan and Pasil, Kalinga.	[]	[]			
	8. Service Provider must have an Active Landbank Account for Payment Purposes. For other banks, service charge will be deducted upon payment on the account.	[]	[]			
PAYMENT SHALL BE MADE THRU LANDBANK OF THE PHILIPPINES						
TOTAL PRICE						

• Award shall be made per:

Lot basis Total Quoted Price

Note: NO GIFT ALLOWED. Pursuant to RA 6713, otherwise known as the Code of Conduct and Ethical Standards for Public Officials and

Sir:

After having carefully read and accepted your terms and conditions, I / We submit our bid on the item/s quoted above.

Signature of supplier/representative
over printed name: _____

Name of Firm/Dealer/Contractor: _____

(This will be the name of the CHEQUE to be issued)

Name and Signature of Convasser

Address: _____
Email Address: _____

Contact Number/s: _____
hilGEPs Registration Number: _____

 JB/cj

DELIVERY SCHEDULE FOR FOOD SUPPLIES IN VARIOUS LGU IN KALINGA

Stock/ Property No.	Unit	LGU's	Item Description	Quantity	QUANTITY TO BE DELIVERED PER MONTH			
					Month 1			
					WEEK 1	WEEK 2	WEEK 3	WEEK 4
1	pack	Lubugan, Kalinga	Complete pancake mix at least 500 grams per pack	428	428			
2	pack	Tinglayan, Kalinga		425	425			
3	pack	Tanudan, Kalinga		425	425			
4	pack	Pasil, Kalinga		425	425			
				1703	1,703			

*Nothing follows

Prepared by:

DM
ANNALYN A. MARQUEZ
ND II

Reviewed by:

MARY ANN G. BUCLAO
OIC-PSD CHIEF

Signature :

Printed Name :

Designation :

