

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

REQUEST FOR QUOTATION (RFQ)

PR/PP

No.: 2024-01-062

End-user: FMD-BUDGET

Name of Project:

PURCHASE AND DELIVERY OF PLAQUES FOR AWARDEES
(73RD DSWD FOUNDING ANNIVERSARY CELEBRATION)

RFQ No.: 2024-01-200

Date:

FEB 14 2024

ABC: ₱58,000.00

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 FEB 19 2024 8:00 AM


RINA CLAIRE L. REYES
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:
 - 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 latter shall prevail.
10. Suppliers/Contractors who refuse to accept correction of price offer after Bid Evaluation shall 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. Upon approval of the Purchase Order (PO), the Procurement Section shall send or forward the approved PO for confirmation to the winning bidder. The approved PO shall be confirmed within three (3) calendar days upon sending the approved PO to the winning bidder's officially registered email address or upon notification of the winning bidder that the approved Purchase Order is available for confirmation. Failure to submit the confirmed PO within the 3-day period shall cause the automatic cancellation of the PO.
14. 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.
15. 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.
16. 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.



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ITEM NO.	DETAILED DESCRIPTION	QTY	UNIT	BRAND OFFERED	UNIT PRICE	TOTAL
	PURCHASE AND DELIVERY OF PLAQUES FOR AWARDEES (73RD DSWD FOUNDING ANNIVERSARY CELEBRATION)					
1	PLAQUES FOR LOYALTY AWARDEES PLEASE SEE ATTACHED DESIGN FOR REFERENCE	10	pcs			
2	PLAQUES FOR PANATA KO SA BAYAN AWARDEES -Acrylic and Wood Base PLEASE SEE ATTACHED DESIGN FOR REFERENCE	8	pcs			
3	PLAQUES FOR PAGLARAY AWARDEES -Acrylic Glass and Wood base -17cm x 33cm PLEASE SEE ATTACHED DESIGN FOR REFERENCE	9	pcs			
4	PLAQUES FOR SDCA AWARDEES -9mm thick Acrylic Plaque (A3 size, 11.69" x 16.53") with four pieces or stainless steel volt for the wall mount: laser or engraved) PLEASE SEE ATTACHED DESIGN FOR REFERENCE	2	pcs			
TOTAL PRICE						
	OTHER REQUIREMENTS	COMPLIANCE				REMARKS
		Can Comply	Cannot Comply			
	<i>Delivery of Goods is within 5 calendar days after receipt of Purchase Order/Final Design to be communicated by the End User. Delivery place at DSWD FO CAR, #40 NORTH Drive, Baguio City. If the last day of delivery falls on Saturday/Sunday/Holiday, the delivery of goods can be moved to the next working day.</i>	[]	[]			
	Service Provider must have 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						

• Award shall be made per: Item Basis Lot Basis

Note: **NO GIFT ALLOWED**. Pursuant to RA 6713, otherwise known as the Code of Conduct and Ethical Standards for Public Officials and Employees. The DSWD reserves the right to reject any or all offers at no costs, waive any therein and accept the offer most advantageous to the government.

Sir:

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

Name of Firm/Dealer/Contractor: _____

Office Address: _____

Owner's/Proprietor/President's Name and Signature: _____

Contact Number/s: _____

Email Address: _____

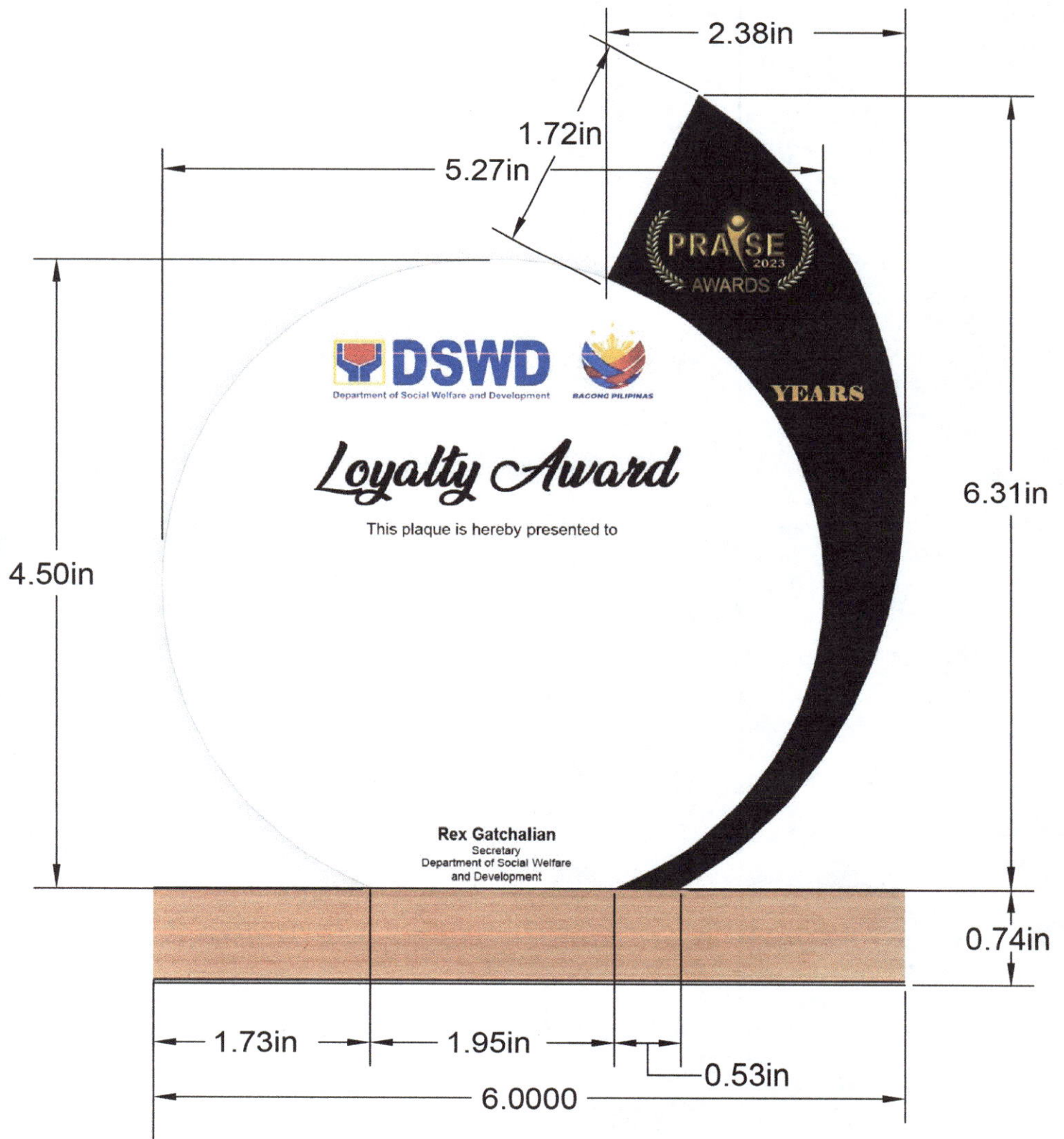
For Authorized Representative, kindly indicate the following:

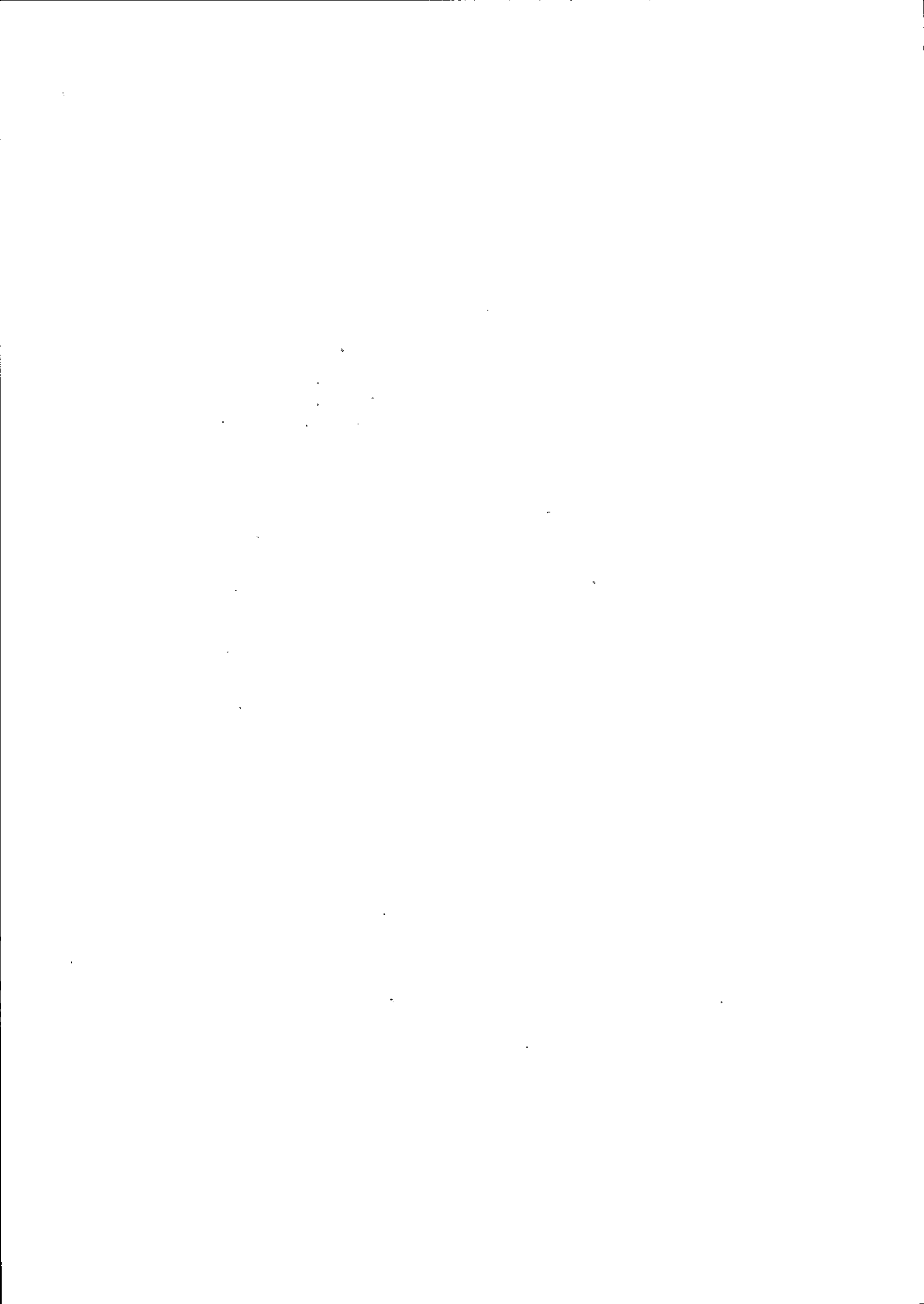
Name and Signature: _____

Contact Number/s: _____

PhilGEPS Registration Number: _____

 Name and Signature of Canvasser







DRN: CAR-FO-PSD-CBS-SS-IEC-24-01-02902-S

IEC DESIGN APPROVAL FORM

IEC Material Number: _____ Date and time received: _____

Type of IEC Material: PANATA KO SA BAYAN PLAQUE DESIGN

Specification of IEC Materials: Acrylic and wood base



Comments: Sample only. Actual content is subject to change relative to the final list of awards and awardees

Prepared:

ADRIENNE VALERIE M. VALDEZ
Training Specialist I

Approved:

ENRIQUE H. GASCON JR.
Director III. Concurrent OIC Regional Director
and ARD for Operations

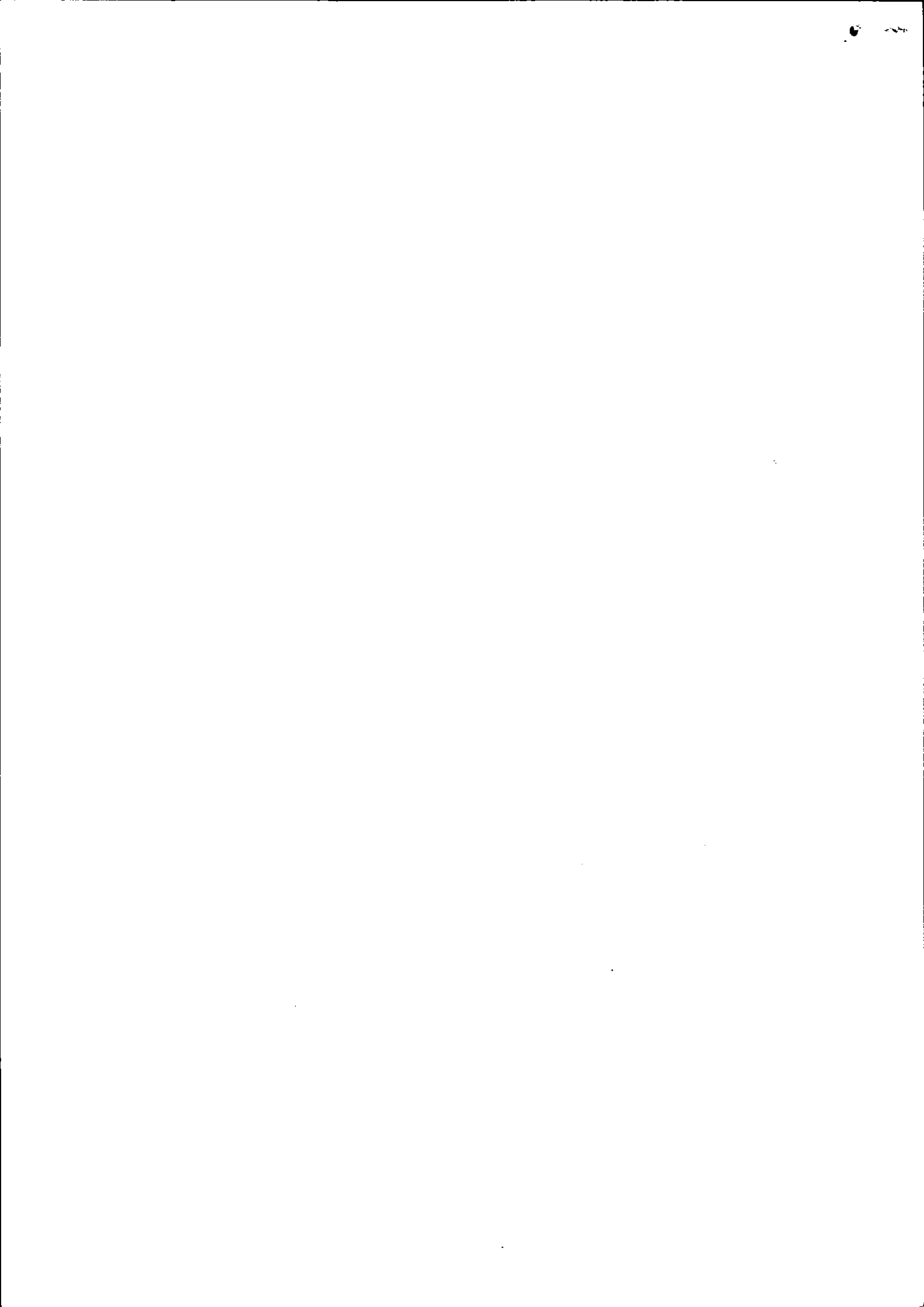
Recommended for Approval:

NERIZZA FAYE G. VILLANUEVA-TRINIDAD
Regional Information Officer | Unit Head

FOR THE OIC REGIONAL DIRECTOR:

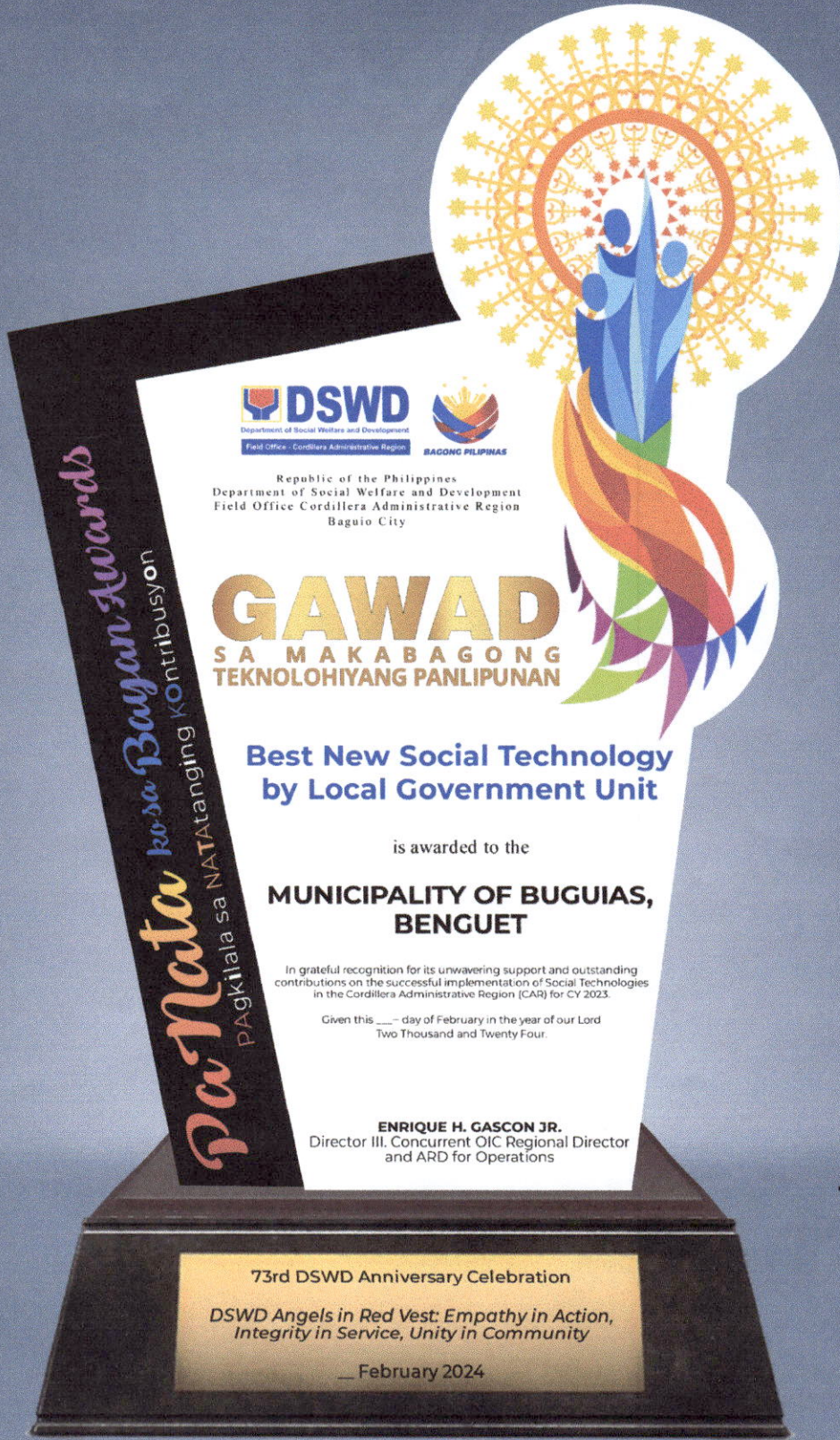
RINA CLAIRE L. REYES
OIC ARD for Administration





28 cm

33 cm



Republic of the Philippines
 Department of Social Welfare and Development
 Field Office Cordillera Administrative Region
 Baguio City

GAWAD
 SA MAKABAGONG
 TEKNOLOHIYANG PANLIPUNAN

**Best New Social Technology
 by Local Government Unit**

is awarded to the

**MUNICIPALITY OF BUGUIAS,
 BENGUET**

In grateful recognition for its unwavering support and outstanding contributions on the successful implementation of Social Technologies in the Cordillera Administrative Region (CAR) for CY 2023.

Given this ___ day of February in the year of our Lord Two Thousand and Twenty Four.

ENRIQUE H. GASCON JR.
 Director III, Concurrent OIC Regional Director and ARD for Operations

73rd DSWD Anniversary Celebration
 DSWD Angels in Red Vest: Empathy in Action,
 Integrity in Service, Unity in Community
 ___ February 2024

16.5 cm

PLAQUE OF RECOGNITION DESIGN

SDCA

- 9mm thick Acrylic Plaque (A3 size, 11.69" * 16.53") with four pieces or stainless steel volt for the wall mount: laser or engraved)



 **Maagap at Mapagkalingang Serbisyo!**

*Content may change

Paglaray Awards

- Acrylic glass and wood base, 17 cm * 33 cm



*Sample only, content may change.

