

REQUEST FOR QUOTATION (RFQ)

PR/PP

No.: 2024-08-586

RFQ No.: 2024-08-838

End-user: SFP

Date: AUG 29 2024

Name of Project:

ABC: ₱606,600.00

PURCHASE OF FOOD SUPPLIES FOR THE 14TH CYCLE SUPPLEMENTARY FEEDING PROGRAM IN LUBUAGAN, 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](mailto:bacsec.car@dswd.gov.ph) on or before SEP 04 2024, 12:00 NN.

RINA CLAIRE L. REYES  
BAC Chairperson

**TERMS AND CONDITIONS:**

- Quotations in excess of the ABC will be **REJECTED**.
- For total quoted price, quotations with a **dash or zero shall be deemed free of charge**.
- All entries must be typewritten/printed/longhand. **Any erasure in the quotation must be countersigned by the bidder/representative**, otherwise quotation will be rejected.
- The Procuring Entity **may give due preference to goods being offered with green component**.
- If necessary, the BAC through the TWG, may require an ocular inspection of the venue/place of business/goods being offered.
- Delivery of Goods / Services is **as indicated** in the next page.
- 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**.
- The following documents shall be attached upon submission of quotation, otherwise your quotation will not be accepted, please disregard if already submitted:
  - Updated Mayor's / Business Permit**
  - PhilGEPS Registration Certificate or PhilGEPS Registration Number to be indicated in space below (except for**
    - Income/Business Tax Return (for Small Value Procurement, Direct Contracting above P500K, Emergency Cases above P500K, and Lease of Real Property/Venue).**
    - Official Receipt or Invoice (as applicable) issued by BIR (a mere picture of the receipt can suffice)**
- 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.
- Suppliers/Contractors who **refuse to accept correction of price offer after Bid Evaluation shall be disqualified**.
- 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.
- 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**.
- Upon **approval of the Purchase Order (PO)**, the Procurement Section may 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 may cause the automatic cancellation of the PO.**
- 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**.
- 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.
- Further information may be obtained from the Procurement Section with telephone number **(074) 661-0430 local 25123** or email address [bacsec.car@dswd.gov.ph](mailto: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)**

ITEM NO.	DETAILED DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
	<b>PURCHASE OF FOOD SUPPLIES FOR THE 14TH CYCLE SUPPLEMENTARY FEEDING PROGRAM IN LUBUAGAN, KALINGA</b>				
1	Vegetable Oil, 1 liter per bottle or pack	240	pack		
2	Iodized salt, Sangkap pinoy seal, at least 500 grams per pack	130	pack		
3	Pancit Bihon, quick cook, at least 454 grams per pack	240	pack		
4	Soy Sauce, 1 liter per bottle	130	bottle		
5	Malagkit rice, 1kg per pack	240	pack		
6	Coconut Milk Powder, at least 50 grams per pack	240	pack		
7	Brown Sugar, Light Brown, 1kg per pack	240	pack		
8	Cocoa Powder atleast 250 grams per pack	130	pack		
9	All purpose Flour, 1kg per pack	240	pack		
10	Margarine Fortified, at least 100 grams per cup	130	cup		
11	Baking powder, double acting, at least 50 grams per sachet / pack	240	pack		
12	Cheese Cheddar, at least 160 grams per pack	130	pack		
13	Monggo Dried, half crack, 500 grams per pack	130	pack		
14	Bundle Spaghetti pasta (900grams per pack) and Spaghetti Sauce (850 grams per pack)	240	pack		
15	Condensed milk, at least 168 ml per can	130	can		
16	Glutinous flour, atleast 500 grams per pack	240	pack		
17	White beans dried 1 kg per pack	130	pack		
18	Macaroni Pasta, elbow, atleast 500 grams per pack	240	pack		
19	Evaporated Filled Milk, at least 370 ml per can	130	can		
20	Well milled rice 25 kgs per sacks	35	sacks		
21	Chicken Meat chopped (Mix of thigh / drumstick / wings / breast) 1 kg per pack	230	pack		
22	Eggs, medium size, atleast 55 grams, 30pcs / tray	220	tray		
23	Pork meat chopped, atleast 80% lean meat, 1 kg per pack	230	pack		
24	Ground pork, at least 80% lean meat, 500 grams per pack	130	pack		
25	Carrots medium size, 1 kg per pack	60	pack		
26	Cabbage, medium size 1 kg per pack	60	pack		
27	Tomatoes, half ripe, 1 kg per pack	62	pack		
<b>TOTAL PRICE</b>					

	OTHER REQUIREMENTS	COMPLIANCE		REMARKS
		Can Comply	Cannot Comply	
	1. Delivery will <sup>be in</sup> August 2024. Any re-scheduling or movement of delivery date will be agreed upon by the MSWDO, supplier and SFP focal during calamities, holidays pandemic and other circumstantial situations.	[ ]	[ ]	
	2. Grocery items must be well- sealed, in its original packaging (no refill and re-pack) except for item numbers 5, 7, 9, 13, 16, 17 and must bear the manufacturer's name, date of manufacturing and date of expiry. Expiry date is atleast 1 year from the date of delivery.	[ ]	[ ]	
	3. Poultry, meat and fish is firm to touch, have no foul odor and looks clean cuts. Perishable goods must be kept in coolers, refrigerators, styroboxes and other cooling device to prevent spoilage during delivery	[ ]	[ ]	
	4. Vegetable should look bright even color, good shape, texture and fresh smell and free from dark spots, molds, bruises and dents.	[ ]	[ ]	
	5. Rice grain should uniform size and shapes, look white and translucent, with natural aroma, clean and fresh from impurities. If cooked must fluffy and tender with no hard or crunchy texture.	[ ]	[ ]	
	6. 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.	[ ]	[ ]	
	7. Goods are expected to be sanitary, fit for children consumption also semi and perishables goods and recommended to be locally produced.	[ ]	[ ]	
	8. Supplier is responsible in the loading and unloading of goods to the designated delivery sites.	[ ]	[ ]	
	9. Supplier should assist in the distribution of goods, pack the goods per quality allocated per Child Development Center and must stay until distribution is done to ensure that concerns during distribution is addressed.	[ ]	[ ]	
	10. Contact person during delivery is MSWDO Office, Lubuagan, Kalinga	[ ]	[ ]	
	11. Delivery Site : Drop-Off Point identified by the MSWDO	[ ]	[ ]	
	12. Service Provider must have an Active Landbank Account for Payment Purposes. For other banks, service charge will be deducted upon payment on the account.	[ ]	[ ]	
<b>PAYMENT SHALL BE MADE THRU LANDBANK OF THE PHILIPPINES</b>				

• Award shall be made per:                      Item Basis                      x 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 Convasser

  
MEL/rich