

REQUEST FOR QUOTATION (RFQ)

PR/PP No.: 2021-04-260

RFQ No.: 2021-05-456

End-user: SFP

Date: MAY 17 2021

Name of Project:


ABC: ₱376,993.00

**PURCHASE OF NON-PERISHABLE GOODS FOR THE 11TH CYCLE  
SUPPLEMENTARY FEEDING PROGRAM IN THE MUNICIPALITY OF  
AGUINALDO, IFUGAO**

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 MAY 24 2021 12:00NN.

  
ENRIQUE H. GASCON JR.  
OIC-ARDA/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)**
  - c. **Income/Business Tax Return (for Small Value Procurement, Direct Contracting above P500K, Emergency Cases above P500K, and Lease of Real Property/Venue).**
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 latter 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 following document prior to issuance of Award / Purchase Order with ABC amounting to P50,000.00 and above.
  - a. **Omnibus Sworn Statement (only for Negotiated Procurement - Emergency Cases, Sec. 53.2 and Small Value Procurement Sec. 53.9)**
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](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)**

LOT NO.	DETAILED DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
1	<b>PURCHASE OF NON-PERISHABLE GOODS FOR THE 11TH CYCLE SUPPLEMENTARY FEEDING PROGRAM IN THE MUNICIPALITY OF AGUINALDO, IFUGAO</b>				
1	Baking Powder, at least 50g/pack	500	pack		
2	Evaporated Filled Milk, at least 370mL/can	600	can		
3	Brown Sugar, 500g/pack	400	pack		
4	Glutinous Rice (malagkit), 500g/pack	1100	pack		
5	Iodized Salt, at least 250g, with sangkap pinoy seal	200	pack		
6	Cooking Oil, 500mL/bottle	450	bottle		
7	Soy Sauce, at least 340mL/bottle	450	bottle		
8	Cane Vinegar, at least 340mL/bottle	250	bottle		
9	Flour, all purpose, 500g/pack	1800	pack		
10	Pancit Bihon, at least 454g/pack	800	pack		
11	Monggo, dried, crack, 1kg/pack	800	pack		
12	Paminta, durog, at least 12packs/tie	213	tie		
13	Hotcake Mix, Classic, 500g/box	820	pack		
	<b>Technical Specifications</b>	<i>Please check if comply or cannot comply</i>			
		<i>Comply</i>	<i>Cannot Comply</i>		
	1. Start of delivery will be on the month of June 2021 following the attached delivery schedule. Date of delivery will be automatically moved on the following day/week if monday falls on a holiday and other class suspensions. Re-scheduling of delivery date will be agreed upon by the MSWDO, supplier and SFP during calamities, holidays, pandemic and other circumstantial situations.	[ ]	[ ]		
	2. 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 date is at least 6 months from the date of delivery.	[ ]	[ ]		
	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.	[ ]	[ ]		
	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. Supplier should pack the goods per center and allocation will be provided by the contact person to the winning supplier.	[ ]	[ ]		
	7. Delivery Site: MSWDO office, Municipal Hall, Aguinaldo, Ifugao.	[ ]	[ ]		

• 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.

**Signature of supplier/representative over printed name:** \_\_\_\_\_

**Name of Firm/Dealer/Contractor:** \_\_\_\_\_

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

**Address:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Contact Number/s:** \_\_\_\_\_

**PhilGEPS Registration Number:** \_\_\_\_\_

\_\_\_\_\_  
**Name and Signature of Canvasser**

YOB/dianne