

REQUEST FOR QUOTATION (RFQ)

PR/PP No.: 2021-09-012(2022 NEP)

RFQ No.: 2022-01-009

End-user: RHWG

Date: JAN 03 2022

Name of Project:

ABC: ₱406,841.00

PURCHASE AND DELIVERY OF FOOD SUPPLIES FOR RHWG

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 JAN 07 2022 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:
  - 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](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	BRAND OFFERED	UNIT PRICE	TOTAL
1	<b>PURCHASE AND DELIVERY OF FOOD SUPPLIES FOR RHWG</b>					
	All Purpose Cream, 250ml/pack	120	pack			
	All Purpose Flour, 25kg per sack	3	sack			
	Bihon , 400g per pack	100	pack			
	Biscuits, at least 750g, assorted	50	can			
	Butter Cookies, 600g per can	20	can			
	Black Pepper, whole 1kg per pack	2	pack			
	Chocolate drink, powder, 20g per pouch, 12 pouch per pack, 42 pack per case	7	case			
	Cooking oil, 16 kg/can	11	can			
	Corned beef, premium, with printed nutrition information label, 150g per tins x 48s tins/box	6	box			
	Condensed milk, 300ml per tins x 48 tins/box	5	box			
	Coffee, refill, 100g per pack, 30 packs per box	6	box			
	Coffee, sachet, original, 3 in 1, brown, at least 26 grams per sachet, 240 pieces per case	6	case			
	Creamer, refill, original, 170g/pack , 60 packs per box	7	box			
	Cornstarch, 1kg/pack	22	pack			
	Evaporated milk, 378ml per tins, 48 tins/box	7	box			
	Fruit cocktail, at least 3033g per can	48	can			
	Instant coconut milk, at least 40g per pack	70	pack			
	Luncheon meat, 350g per tins, 24 tins per box	5	box			
	Malagkit rice, white, good quality, 1kg per pack	75	pack			
	Macaroni elbow, 1kg/pack	60	pack			
	Mayonnaise, 1000ml/tub	48	tub			
	Meat loaf, 150g per tins, 48s tins/box	8	box			
	Oatmeal, at least 800g/pack, instant, quick cook	36	pack			
	Pancit canton, 500g/pack	90	pack			
	Powdered Juice, 200g/pack, assorted flavor	6	pack			
	Powdered milk, fortified, 150g per pack, 72 packs per box	7	box			
	Salt, iodized, 1kg per pack	48	pack			
	Sinigang mix, at least 40g/pack	50	pack			
	Seasoning mix, at least 150g/pack	30	pack			
	Soy sauce, 1 gallon per container	15	gallon			
	Spaghetti pasta, 950g/pack	50	pack			
	Spaghetti sauce, 1kg/pack	70	pack			
	Sandwich spread, at least 435g, assorted	6	bottle			
	Sugar, brown, 1kg per pack	100	pack			
	Sardines, mackerel, 155g per tins, 100 tins/box	4	box			
	Tomato sauce, 250mg	18	pack			
	Tuna flakes in oil, 175g per tins, 48 tins per box	4	box			



LOT NO.	DETAILED DESCRIPTION	QTY	UNIT	BRAND OFFERED	UNIT PRICE	TOTAL
	Vinegar, 1 gallon per container	15	gallon			
	Whole kernel, at least 425 g per tins	25	tins			
	Fish sauce, boneless bagoong, 350 ml/bottle	30	bottle			
	Patis, 1 gallon per container	18	gallon			
	<b>OTHER REQUIREMENTS</b>	<b>COMPLIANCE</b> <i>please check ( ✓ ) whether can comply or not, no check mark will mean non-compliance</i>			<b>REMARKS</b>	
		Can Comply	Cannot Comply			
	Note: The delivery of the goods / services is within <b>10 working days</b> upon receipt of Purchase Order for the <b>First Delivery</b> ; Succeeding deliveries will be <b>every last week of March, May, July, September and November</b> (see attached delivery schedule).					
	Delivery place is at DSWD-CAR #40 Northdrive Baguio City					
<b>TOTAL PRICE</b>						

• 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 Canvasser

Address:

Email Address:

Contact Number/s:

PhilGEPS Registration Number:



**Detailed List and Delivery Schedule of Goods for RHWG**

Item No.	GENERAL DESCRIPTION	QUANTITY /	UNIT OF MEASURE	Delivery Schedule					
				January 27, 2022	March 30, 2022	May 30, 2022	July 29, 2022	Sept. 29, 2022	Nov. 28, 2022
	Sub-total								
	<b>FOOD SUPPLIES</b>								
88	All Purpose Cream, 250ml	120	piece	20	20	20	20	20	20
89	All Purpose Flour, 25kg per sack	3	sack	1		1		1	
90	Bihon, 400g per pack	100	pack	20	15	15	15	20	15
91	Biscuits, at least 750g, assorted	50	can	8	8	8	8	8	10
92	Butter Cookies, 600g per can	20	can	5		5		5	5
93	Black Pepper, whole, 1kg per pack	2	pack	1			1		
94	Chocolate drink, powder, 20g per pouch, 12pouch per pack, 42 pack per case	7	case	1	1	1	1	1	2
95	Cooking oil, 16kg/can	11	can	1	2	2	2	2	2
96	Comed beef, premium, with printed nutrition information label, 150g per tins x 48s tins/box	6	box	1	1	1	1	1	1
97	Condensed milk, 300ml per tins, 48 tins per box	5	box	1	1		1	1	1
98	Coffee, refill, 100g per pack, 30 packs per box	6	box	1	1	1	1	1	1
99	Coffee, sachet, original, 3 in 1, brown, at least 26 grams per sachet, 240 pieces per case	6	case	1	1	1	1	1	1
100	Creamer, refill, original, 170g/pack, 60 packs per box	7	box	1	1	1	1	1	2
101	Cornstarch, 1kg/pack	22	pack	5	3	3	3	3	5
102	Evaporated milk, 378ml per tins, 48 tins/box	7	box	1	1	1	1	1	2
103	Fruit cocktail, at least 3033g per can	48	can	8	8	8	8	8	8
104	Instant coconut milk, at least 40g per pack	70	piece	10	10	10	15	10	15
105	Luncheon meat, 350g per tins, 24 tins per box	5	box	1		1	1	1	1
106	Malagkit rice, white, good quality, 1kg per pack	75	pack	15	10	15	10	15	10
107	Macaroni elbow, 1kg/pack	60	pack	10	10	10	10	10	10
108	Mayonnaise, 1000ml/tub	48	tub	8	8	8	8	8	8
109	Meat loaf, 150g per tins, 48s tins/box	8	box	1	1	2	1	1	2
110	Oatmeal, at least 800g/pack, instant, quick cook	36	pack	6	6	6	6	6	6
111	Pancit canton, 500g/pack	90	pack	15	15	15	15	15	15
112	Powdered Juice, 200g/pack, assorted flavor	6	pack		2		2		2
113	Powdered milk, fortified, 150g per pack, 72 packs per box	7	box	1	1	1	1	1	2
114	Salt, iodized, 1kg per pack	48	pack	8	8	8	8	8	8
115	Sinigang mix, at least 40g/pack	50	pack	8	8	8	8	8	10
116	Seasoning mix, at least 150g/pack	30	pack	5	5	5	5	5	5
117	Soy sauce, 1 liter per container	15	container	3	2	3	2	3	2
118	Spaghetti pasta, 950g/pack	50	pack	8	8	8	8	8	10
119	Spaghetti sauce, 1kg/pack	70	pack	10	10	10	15	10	15
120	Sandwich spread, at least 435g, assorted	6	bottle	1	1	1	1	1	1
121	Sugar, brown, 1kg per pack	100	pack	50			50		
122	Sardines, mackerel, 155g per tins, 100 tins/box	4	box	1		1		1	1
123	Tomato sauce, 250mg/pack	18	pack	3	3	3	3	3	3
124	Tuna flakes in oil, 175g per tins, 48 tins per box	4	box		1	1		1	1
125	Vinegar, 1 liter per container	15	container	5		5		5	
126	Whole kernel, at least 425 g per tins	25	tins	5		5	5	5	5
127	Fish sauce, boneless bagoong, 350 ml/bottle	30	bottle	5	5	5	5	5	5
128	Patis, 1 liter per container	18	container	3	3	3	3	3	3