

REQUEST FOR QUOTATION (RFQ)

PR/PP No.: DRMD 2022-03-010

End-user: DRMD

Name of Project:

RFQ No.: DRMD 2022-03-021

Date: APR 04 2022

ABC: ₱87,411.00

PURCHASE AND DELIVERY OF KITCHEN KIT ITEMS

Mode of Procurement: SMALL VALUE PROCUREMENT

Sir/Madam:

Please quote your lowest price on the item/s described below inclusive of taxes duly signed and sealed by you or your authorized representative, subject to the Terms and Conditions provided in this RFQ and submit personally to the Office of the Disaster Response Management Division or through email at drmdprocurement@gmail.com, 40 North Drive, Baguio City on or before

APR 11 2022 10:00AM.

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 ABCs above P500K- Small Value Procurement, Direct Contracting, Emergency Cases) 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 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 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 to submit **Omnibus Sworn Statement for Sec. 53.2 Negotiated Procurement –Emergency cases amounting to P500, 000 and above and Sec. 53.9 Negotiated Procurement- Small Value Procurement amounting to P50, 000.00 and above prior to issuance of Award /Purchase Order.**
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 **drmdprocurement@gmail.com**.

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

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ITEM NO.	DETAILED DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
1	PURCHASE AND DELIVERY OF KITCHEN KIT ITEMS				
	Drinking Cup: Materials Food Grade plastic , Volume At least 300ml	460	piece		
	Plate: Materials Food Grade Stainless Steel, Size: minimum/ at least 24cm diameter (surface) (+/-5 variance) Other Description; Rust Resistant	323	piece		
	Frying pan: Materials : Alloy- zinc Size: Family Size Diameter Minimum of 30 cm diameter (inside) top (+/-5% variance) Thickness: Minimum of 2mm (+/-5% variance)	179	piece		
	Cooking pan: Materials : Alloy- zinc Size: Family Size Diameter Minimum of 23cm diameter (inside) top (+/-5% variance) Minimum of 12 cm Diameter (Inside) bottom (+/- 5% variance)	92	piece		
	Ladle materials: Aluminum Length at least 25-35 cm long	87	piece		
	OTHER REQUIREMENTS	COMPLIANCE <small>(please check whether can comply or not, no check mark will mean non-compliance)</small>		REMARKS	
		Can Comply	Cannot Comply		
	Replacement of dented/ damaged goods must be delivered within five (5) working days upon receipt of notification within 3 months warranty period	[]	[]		
	Bidders shall attach photo of offered product with the RFQ	[]	[]		
	The delivery of the goods is within 5 calendar days upon receipt of Purchase Order.	[]	[]		
	Delivery Place will be at the DSWD CAR Regional Warehouse at SN Oriental Building, Palmaville, Puguis, La Trinidad, Benguet	[]	[]		
TOTAL PRICE					

• 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: _____

Name and Signature of Canvasser

Email Address: _____

Contact Number/s: _____

PhilGEPS Registration Number: _____