DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT Field Office IX, Zamboanga City

REQUEST FOR QUOTATION

	RFQ NO.: 2020-08-018 DATE:
COMPANY NAME:	
COMPANY ADDRESS :	
CONTACT PERSON :	
CONTACT NO.:	
COMPANY TIN NO:	
Sir/Madam:	
Please quote your government price/s including deliver taxes, and other incidental expenses for the goods list information could be basis for non - compliance. Also brochures, catalogues, literatures and/or samples, if applied	ed in Annex A. Failure to indicate
If you are the exclusive manufacturer, distributor or age listed in Annex A please attach in your quotation a duly not	arized certification to this effect.
Please accomplish and submit this form together with Ann MAMPANG, ZAMBO. CITY on or before	ex A to <u>DSWD</u> <u>HOME</u> <u>FOR</u> <u>WOMEN</u> 5:00 PM
MA.	Very truly yours, CORAZON G. SUMICAD CAO
Terms and Conditions:	
1. Award shall be made on per:ltem Basis 2. Quotation validity shall not be less than 15 days 3. Good/s shall be delivered on 4. Place of Delivery: MAMPANG, ZAMBO. CITY, HOME FOR W. 5. Terms of payment: AFTER 30 CALENDAR DAYS UPON DELI' 6. Liquidated Damages/Penalty 7. Indicate brand, model and country of origin.: 8. In case of disc.	VERY OF P.O ED PORTION
8. In case of discrepancy between unit cost and total cost, ur 9. Warranty: 10. 10. 10. 10. 10. 10. 10. 10. 10. 10.	
10. Prospective supplier must be registered at the Philippine Procurement System (PhilGEPS). You may visit Philgeps web and register for free. Renato a Fojas Regional Procurement Officer	e Government Electronic site at www.philgeps.gov.ph
	Supplier
	PHILGEPS NO.:
	PHILGEPS EXPIRY:
-	

Note: Please fill in / attach specification

COMPANY NAME: COMPANY ADRESS: CONTACT PERSON: CONTACT NO .: HEM NO. | QIY. services (@ $P3424.90 \times 30 \text{ days} = P12,747.00 \text{ for 6 months}$) **PURCHASER'S SPECIFICATIONS** COOK 76,482.00 ABC **BIDDER'S SPEICIFCATIONS** ANNEX A: RFQ RFQ NO.: 2020-08-018 DATE: **UNIT COST** TOTAL COST

RENATO C. FOJAS

RPROCUKEMENT OFFICER

PURPOSE: THE NEED OF 1 COOK FOR HOME FOR WOMEN.
PR. NO.: 2020-08-110

IMPORTANT: The winning bidder must sign the Original copy of Purchase Order (P.O.) with in five (5) days from the date of reciept. Failure to sign the original P.O means that the bidder is not interested and will be a ground fo suspension or blacklisting in DSWD's tuture biddings.

EDTESSIE KATE M. TARROZA CANVASSER

0997-298-5599

kyriemyk8@gmail.com

Note: Please fill in / attach specification. Fallure to do so will be DISQUALIFIED / WILL NOT BE AWARDED.

SUPPLIER

Launcher

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT Field Office IX, Zamboanga City

REQUEST FOR QUOTATION

COMPANY NAME: COMPANY ADDRESS: CONTACT PERSON: CONTACT PERSON: COMPANY TIN NO: Sir/Madam: Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be basis for non - compliance. Also, furnish us with the descriptive brochures, catalogues, literatures and/or samples, if applicable. If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect. Please accomplish and submit this form together with Annex A to DSWD HOME FOR WOMEN MAMPANG, ZAMBO. CITY on or before 7, 5:00 PM Verntruly yours, MA. CORAZON G. (SUMICAD CAO Terms and Conditions: 1. Award shall be made on per:ltem Basis Lot Basis 2. Quotation validity shall not be less than 15 days 3. Good/s shall be delivered on 4. Place of Delivery: MAMPANG, ZAMBO, CITY, HOME FOR WOMEN 5. Terms of payment: AFTER 30 CALENDAR DAYS UPON DELIVERY OF P.O. 6. Liquidated Damages/Penalty 1/10 OF 1%/OF UNPERFORMED PORTION 7. Indicate brand, model and country of origin: 8. In case of discrepancy between unit cost and total cost, unit cost shall prevail. 9. Warranty: 10. Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit Philgeps website at www.philgeps.gov.ph and register for free.		RFQ NO.: 2020-08-019 DATE:
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CONTACT PERSON: CONTACT NO.: COMPANY TIN NO: Sir/Madam: Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be basis for non - compliance. Also, furnish us with the descriptive brochures, catalogues, literatures and/or samples, if applicable. If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect. Please accomplish and submit this form together with Annex A to DSWD HOME FOR WOMEN MAMPANG, ZAMBO. CITY on or before 7, 5:00 PM Verntruly yours, MA. CORAZON G. (SUMICAD CAO Terms and Conditions: 1. Award shall be made on per:ltem Basis Lot Basis 2. Quotation validity shall not be less than 15 days 3. Good/s shall be delivered on 4. Place of Delivery: MAMPANG, ZAMBO. CITY, HOME FOR WOMEN 5. Terms of payment: AFTER 30 CALENDAR DAYS UPON DELIVERY OF P.O. 6. Liquidated Damages/Penalty 1/10 OF 1%OF UNPERFORMED PORTION 7. Indicate brand, model and country of origin.: 8. In case of discrepancy between unit cost and total cost, unit cost shall prevail. 9. Warranty: 10. Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit Philgeps website at www.philgeps.gov.ph and register for free. Supplier PHILGEPS NO.:		_
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PHILGEPS NO.:	legional Procurement Officer	C
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Note: Please fill in / attach specification

CONTACT PERSON: COMPANY ADRESS: COMPANY NAME: CONTACT NO.:

RFQ NO.: 2020-08-019

DATE:

ANNEX A: RFQ

EM NO.	EM NO. QTY.	TINO	PURCHASER'S SPECIFICATIONS	ABC	BIDDER'S SPEICIFCATIONS UNIT	UNIT COST	TOTAL COST
-	-		LAUNDRESS	71 976 60			
_	_	SCI VICES	(@ P399.87 x 30 days = P11,996.10 for 6 months)	2000	оснавно учение менера выполняться по поставления выполняться по поставления выполняться выполняться выполнятьс В поставления выполняться выполняться выполняться выполняться выполняться выполняться выполняться выполняться		The second secon
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PURPOSE: THE NEED OF 1 LAUNDRESS FOR HOME FOR WOMEN. PR. NO.: 2020-08-110

IMPORTANT: The winning bidder must sign the Original copy of Purchase Order (P.O.) with in five (5) days from the date of reciept. Fallure to sign the original P.O means that the bidder is not interested and will be a ground to suspension or blacklisting in DSWD's future biddings.

RENATO G. EOJAS
RPROCUREMENT OFFICER

EDTESSIE KATE M. TARROZA

CANVASSER

0997-298-5599

kyriemyk8@gmail.com

Note: Please fill in / attach specification. Failure to do so will be DISQUALIFIED / WILL NOT BE AWARDED.

SUPPLIER

House laven

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT Field Office IX, Zamboanga City

REQUEST FOR QUOTATION

	RFQ NO.: _	2020-08-017
	DATE:	
COMPANY NAME:		
COMPANY ADDRESS:		
CONTACT PERSON :		
CONTACT NO.:		
COMPANY TIN NO :		
Sir/Madam:		
Please quote your government price/s including delitaxes, and other incidental expenses for the goods information could be basis for non - compliance. brochures, catalogues, literatures and/or samples, if a	Also furnish us with	
If you are the exclusive manufacturer, distributor or listed in Annex A please attach in your quotation a duly	agent in the Philippi notarized certificatio	nes for the goods n to this effect.
Please accomplish and submit this form together with MAMPANG, ZAMBO. CITY on or before	Annex A to <u>DSWD</u> HC , 5:00 PM	OME FOR WOMEN
	Very truly vgurs, VIA. CORAZON G. SUN CAO	/IICAD
Terms and Conditions:	ν \	
Award shall be made on per: _ Item Basis	Lot Basis	
2. Quotation validity shall not be less than 15 days		
3. Good/s shall be delivered on		
4. Place of Delivery: MAMPANG, ZAMBO. CITY, HOME FO	OR WOMEN	
5. Terms of payment: AFTER 30 CALENDAR DAYS UPON	DELIVERY OF P.O	
6. Liquidated Damages/Penalty 1/10 OF 1%OF UNPERFO	RMED PORTION	
7. Indicate brand, model and country of origin.: 8. In case of discrepancy between unit cost and the least and th		
In case of discrepancy between unit cost and total cost Warranty:	st, unit cost shall previ	ail.
10. Prospective supplier must be registered at the Phili	nnine Covernment El	
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and register for free.	The state of the s	geps.gov.pii
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Rehato A. kojas		
Regional Procurement Officer	-	
		plier
	PHILGEPS NO.:	
	PHILGEPS EXPIRY:	

Note: Please fill in / attach specification

RFQ NO.: 2020-08-017 ANNEX A: RFQ DATE: COMPANY NAME: COMPANY ADRESS: CONTACT PERSON: CONTACT NO .:

UNIT COST TOTAL COST			
BIDDER'S SPEICIFCATIONS UNIT			
	85 933 80		
ABC			
PURCHASER'S SPECIFICATIONS	House Parent	(@ $P477.41.00 \times 30 \text{ days} = P14,322.30 \text{ for 6 m}$	
UNIT	9		
TEM NO. QTY.		_	

PURPOSE: THE NEED OF HOUSEPARENTS FOR HFW

PR. NO.: 2020-08-110

IMPORTANT: The Minning bidder must sign the Original copy of Purchase Order (P.O.) with in five (5) days from the date of reciept. Failure to sign the original P.O means that the bidder is not interested and will be a ground to suspension or blacklisting in DSWD's tuture biddings.

RENATO G. FOJAS
RPROCUREMENTOFFICER

EDTESSIE KATE M. TARROZA

CANVASSER

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kyriemyk8@gmail.com

Note: Please fill in / attach specification. Failure to do so will be DISQUALIFIED / WILL NOT BE AWARDED.

SUPPLIER

TERMS OF REFERENCE

Position: LAUNDRY WORKER I

Salary Grade: 1

Location: DSWD - Centers and Residential Care Facilities

Region: All Regions except ARRM

Reports to: Center Head Positions Supervised: None

QUALIFICATION GUIDE

Civil Service Commission (CSC) - Prescribed Qualification Standards

Education	: Must be able to read and write/ Elementary school graduate
Training	: None required
Experience	: None required
Eligibility	: None required (relevant MC 11 s.1996 cat. III)

FUNCTIONS/DUTIES AND RESPONSIBILITIES:

- 1. Takes charge of washing, drying of clothes, blankets and curtains of the residents;
- Handles all laundry supplies endorsed for laundry use;
 Conducts inventory of laundry items and equipment's;
- Maintains the upkeep of the laundry areas;
 Performs other related tasks as assigned by the Center Head

TERMS OF REFERENCE

Position: HOUSEPARENT I

Salary Grade: 4

Location: DSWD - Centers and Residential Care Facilities

Reports to: Supervising Houseparent (HP III) and Center Head

Positions Supervised: None

QUALIFICATION GUIDE

Civil Service Commission (CSC) - Prescribed Qualification Standards

Education	High School graduate
Training	None required
Experience	 None required
Eligibility	None required (MC 11 s. 96 cat-III)

FUNCTIONS/DUTIES AND RESPONSIBILITIES:

- 1. Provide substitute parental and developmental care to residents;
- Implements home life activities for safety, care and behavioral modification of residents of the center, orients houserules and regulations of the center and monitors adherence;
- 3. Counsels residents and initiates constructive social atmosphere;
- 4. Explains the purpose, procedures and rules and regulations of the center;
- 5. Directs the work, study and recreational activities;
- 6. Supervises group living chores, meals, personal hygiene, care of clothing's;
- 7. Coordinates with other professional staff regarding individual report
- 8. Prepares and submits behavioral observation reports;
- 9. Attends staff meetings/conferences and case management conferences;
- 10. Acts as watchers in hospitals;
- 11. Follows-up children in schools and escorts minor in their places of origins.
- 12. Prepare progress/observation report;
- 13. Attends to trainings, seminar, forum and meeting and prepares feedback report;
- 14. Submit report to Supervising Houseparent and endorse to Social Worker concerned.

TERMS OF REFERENCE

Position: COOK I
Salary Grade: 3

Location: DSWD - Centers and Residential Care Facilities

Reports to: Center Head Positions Supervised: None

QUALIFICATION GUIDE

Civil Service Commission (CSC) – Prescribed Qualification Standards

Education	٠	Elementary school graduate
Training	:	None required
Experience	*	None required
Eligibility	:	Non- required (MC 11, s. 96 – cat III)

FUNCTIONS/DUTIES AND RESPONSIBILITIES:

- 1. Does daily marketing of children's food needs and supplies;
- 2. Prepares and cook food for the resident/s based on the weekly recipe/menu;
- 3. Set the dining table for the resident/s daily meals and or served in each cottage;
- 4. Assist houseparents in feeding resident/s especially toddlers and children with special needs;
- 5. Conduct regular inventory of kitchen utensils;
- 6. Maintain cleanliness of the kitchen areas/kitchen utensils, etc.
- 7. Attend staff meetings and staff development activities;
- 8. Perform other related tasks as may be assigned.