

**REQUEST FOR QUOTATION**

RFQ NO. 2021-08-0922  
DATE: Aug. 17, 2021

COMPANY NAME :  
COMPANY ADDRESS :  
CONTACT PERSON :  
CONTACT NO. :  
COMPANY TIN :

FMD-2021-08-522  
**POSTED**  
GEPS REF No. \_\_\_\_\_  
DATE: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_

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 **TECHNICAL SPECIFICATIONS** 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 submit this form together with Annex A to **DSWD FO IX BAC OFFICE** on or before,

*August 23, 2021 @ 5:00pm*  
  
**RIDUAN P. HACHIMUDDIN**  
Assistant Regional Director for Administration

Very truly yours,

**Terms and Conditions:**

- PURPOSE** : Conduct of the 1st sem CY 2021 Staff development Meeting of the Financial Management division
- PR NUMBER** : 2021-08-0922
- 1. Award shall be made on per : ( ) Item Basis (  ) Lot Basis
- 2. Quotation validity : **30 CALENDAR DAYS FROM BID OPENING**
- 3. Delivery Period : **AUG. 27, 2021 UPON RECEIPT OF APPROVED NTP.**
- 4. Delivery Area : **AT DSWD FIELD OFFICE IX Zamboanga City**
- 5. Terms of payment : **WITH IN 60 WORKING DAYS**
- 6. Liquidated Damages/Penalty : **1/10 OF 1% OF UNDELIVERED PORTION X No. OF DAYS DELAYED.**
- 7. In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- 8. Warranty : **N/A**
- 9. Performance Security : **N/A**

10. **Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit Philgeps website at [www.philgeps.gov.ph](http://www.philgeps.gov.ph) and register for free.**

  
**Renato G. Fojas**  
Regional Procurement Officer

(Signature over printed name)  
Supplier

**PHILGEPS NO.:** \_\_\_\_\_  
**PHILGEPS EXPIRY:** \_\_\_\_\_

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Field Office IX  
General Vicente Alvarez Street, Zamboanga City  
Telephone Nos. (63/52) 991-6030 / 991-8346/ 991-1001  
Email: fo9@dswd.gov.ph  
Website: www.fo9.dswd.gov.ph



#DSWDMayMalasakit

Department of Social Welfare and Development FO-IX  
**BIDS AND AWARDS COMMITTEE**  
For Posting  
Received by: Percy Ortiz  
Date & Time: 8/18/2021 8:42am  
Remarks: \_\_\_\_\_



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
GENERAL VICENTE ALVAREZ, ST. ZAMBOANGA CITY

COMPANY NAME  
COMPANY ADDRESS  
CONTACT PERSON  
CONTACT NO.

ANNEX A:  
RFQ NO. : 2021-08-0922  
DATE : 2021-08-17

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
1	70	box	3 Meals and 2 Snacks ( AM and PM ) on Aug.27.2021	77,000.00			
2			( Breakfast, Lunch , Dinner with AM/PM Snacks )				
3			xx				
4			Note:				
5			= Free flowing coffee				
6			= NO Pork Vlands				
7			xx				
8			For the Conduct of the 1st. Sem CY 2021 Staff development				
9			Meeting of the financial management division on Aug. 27.2021				
10			In Zamboanga City.				
			xx				
			Daily office supplies for Cash unit				
			<b>Take Note:</b>				
			Business/Mayor's Permit shall be issued upon receipt				
			of Purchase Order				
			Income / Business Tax Return shall be required for				
			Negotiated Procurement under Small Value				
			Procurement Modality with ABC above P500,000.00				
			offer receipt of approved contract and/or during				
			delivery/activity before payment.				
			Omnibus Sworn Statement shall be required for				
			Negotiated Procurement under Small Value				
			Procurement Modality with ABC above P50,000.00				
			offer receipt of approved contract and/or during				
			delivery/activity before payment.				

PURPOSE : For the Conduct of the 1st. Sem. Cy 2021 Staff development Meeting of the financial management division on Aug.27.2021 in Zamboanga City.  
PR. NO. : 2021-08-0922

  
RENATO C. ROJAS  
PROCUREMENT OFFICER  
  
Jun Glova  
CANVASSER/POO

(SIGNATURE OVER PRINTED NAME)  
SUPPLIER