

HOME FOR THE ELDERLY/FIELD  
OFFICE IX

REQUEST FOR QUOTATION

Section 53.9-Small Value Procurement

RFQ NO. 02-0085  
DATE: MARCH 08, 2023

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

HFE-2023-03-093  
**POSTED**  
GEPS REF No.: \_\_\_\_\_  
DATE: 03-07-2023  
SIGNATURE: [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 March 13, 2023 @ 05:00 PM

Very truly yours,  
[Signature]  
RENATO G. FOJAS  
Regional Procurement Officer

Terms and Conditions:

<b>PURPOSE</b>	<b>CONDUCT OF QUARTERLY SOCIAL ENHANCEMENT ACTIVITY CY 2023 AT HFE.</b>
<b>PR NUMBER</b>	<b>2023-02-0085</b>
1. Award shall be made on per	<input type="checkbox"/> Item Basis <input checked="" type="checkbox"/> Lot Basis
2. Quotation validity	30 CALENDAR DAYS FROM BID OPENING
3. Goods shall be delivered on	<b>MARCH-MAY-AUGUST &amp; NOVEMBER CY 2023</b>
4. Delivery Area	<b>LOGOY DIUTAY TALON-TALON 2ND COMPOUND DSWD-HOME FOR THE ELDERLY</b>
5. Terms of payment	W/ IN 60 CALENDAR DAYS AFTER DELIVERY
6. Liquidated Damages/Penalty	1/10 of 1% of undelivered portion x No. of days of delay
7. In case of discrepancy between unit cost and total cost, unit cost shall prevail.	
8. Warranty	N/A
9. Performance Security	N/A

Department of Social Welfare and Development - FOIX  
**BIDS AND AWARDS COMMITTEE**  
For Posting

Received by: Ferdinand  
Date & Time: 03/09/2023  
Remarks: Posting

(signature over printed name)

Supplier

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





PROTECTIVE SERVICES DIVISION  
HOME FOR THE ELDERLY/FIELD OFFICE IX

Section 53.9 Small Value Procurement

ANNEX A: RFQ

RFQ NO. : 02-0005

DATE : **MARCH 02, 2023**

COMPANY NAME : \_\_\_\_\_  
 COMPANY ADDRESS : \_\_\_\_\_  
 CONTACT PERSON : \_\_\_\_\_  
 CONTACT NO. : \_\_\_\_\_

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
1	4	QUARTE RS	CONDUCT OF QUARTERLY SOCIAL ENHANCEMENT ACTIVITY Provision of One Meal (4 Vlands, Drinks, Dessert, Plain Rice) & Two Snacks; 80heads BUFFET SET-UP XX				
				P160,000.00			

PURPOSE : CONDUCT OF QUARTERLY SOCIAL ENHANCEMENT ACTIVITY CY 2023 AT HFE.  
 PR. NO. : 2023-02-0085

**DOCUMENTS REQUIRED DURING RFQ OPENING:**

1. Mayor's Permit
2. Philgeps Registration Number
3. Income/Business Tax Return for ABC's Above 500k

\_\_\_\_\_  
 SUPPLIER (Signature over Printed Name)

\_\_\_\_\_  
 CANVASSER

DSWD Field Office IX, General Vicente Alvarez Street, Zamboanga City, Philippines 7000  
 Website: <http://www.dswd.gov.ph/fo9@dswd.gov.ph> Tel Nos.:(062) 991-6030/991-6056 Telefax: (062)993-0652

