

**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V**  
Regional Center Site, Rawis, Legazpi City, Albay  
**REQUEST FOR QUOTATION**

Company Name \_\_\_\_\_  
Company Address \_\_\_\_\_  
Contact No. \_\_\_\_\_  
PhilGEPS Certificate No. \_\_\_\_\_

P.R. No. **F 2304-0238**  
Date: **May 8, 2023**  
MOP: **SHOPPING UNDER WORLD BANK PROGRAM**  
TIN: **PROCUREMENT GUIDELINES**

Please quote your lowest government price for the following item(s) specified below. Check/tick the "COMPLY" box if bidder complies with the specifications. A quotation containing unchecked/unchecked "COMPLY" boxes would be automatically rated as "FAILED".

ITEM NO.	QTY.	UNIT	ITEM DESCRIPTION AND SPECIFICATIONS	Kindly CHECK to signify compliance to the specs.	UNIT COST	TOTAL COST
			<b>PROVISION OF CATERING SERVICES FOR THE CONDUCT OF CEAC ACTIVITIES FOR BARCELONA, SORSOGON - GROUP 2</b>			
			<i>Venue: Barcelona, Sorsogon</i>			
<b>1</b>	<b>1</b>	<b>LOT</b>	<b>Minutes Taking Training</b>			
			Batch Code: MTT-BRC-1			
			<i>May 17, 2023</i>			
	39	pax	AM Snacks, Lunch & PM Snacks			
			Batch Code: MTT-BRC-2			
			<i>May 22, 2023</i>			
	39	pax	AM Snacks, Lunch & PM Snacks			
<b>2</b>	<b>1</b>	<b>LOT</b>	<b>Coaching and Mentoring Session on Procurement</b>			
			Batch Code: CMSP-BRC-1			
			<i>May 23, 2023 (Day 1)</i>			
	76	pax	AM Snacks, Lunch & PM Snacks			
			<i>May 24, 2023 (Day 2)</i>			
	76	pax	AM Snacks, Lunch & PM Snacks			
			Batch Code: CMSP-BRC-2			
			<i>May 25, 2023 (Day 1)</i>			
	77	pax	AM Snacks, Lunch & PM Snacks			
			<i>May 26, 2023 (Day 2)</i>			
	77	pax	AM Snacks, Lunch & PM Snacks			
<b>3</b>	<b>1</b>	<b>LOT</b>	<b>Coaching and Mentoring Session on Finance</b>			
			Batch Code: CMSF-BRC-1			
			<i>May 30, 2023 (Day 1)</i>			
	76	pax	AM Snacks, Lunch & PM Snacks			
			<i>May 31, 2023 (Day 2)</i>			
	76	pax	AM Snacks, Lunch & PM Snacks			
			Batch Code: CMSF-BRC-2			
			<i>June 1, 2023 (Day 1)</i>			
	77	pax	AM Snacks, Lunch & PM Snacks			
			<i>June 2, 2023 (Day 2)</i>			
	77	pax	AM Snacks, Lunch & PM Snacks			
			<i>Page 1 of 2</i>			
			<b>Approved Budget for the Contract: PHP 690,000.00</b>			

**IMPORTANT REMINDERS:**

- Price quotation/s must be valid for a period of \_\_\_\_ days from the date of submission.
- DELIVERY PERIOD:** As specified in the Purchase Order.
- PLACE OF DELIVERY:** Barcelona, Sorsogon
- The project shall be **AWARDED** as follows: \_\_\_\_ (a) as one contract \_\_\_\_ (b) separate contracts per lot \_\_\_\_ (c) separate contracts per item
- TERM OF PAYMENT:** **CHARGED ACCOUNT**, unless specified.
- LIQUIDATED DAMAGES:** one percent (1%) of every day of delay of the cost of undelivered portion until such time completion and acceptance of delivery of goods or services has been made. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the DSWD FOV may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.
- Required documents to submit:
  - PhilGEPS Certification Number
  - Valid Mayor's or Business Permit
  - Latest Income Tax Return
- As a condition for AWARD, you will be required to submit the following documents:
  - Omnibus Sworn Statement
  - \_\_\_\_\_
- For any clarifications, you may contact the BAC Secretariat through [fo5kpcprocurement@gmail.com](mailto:fo5kpcprocurement@gmail.com) or 0910-014-0811
- Submit your quotation duly signed by you or your duly authorized representative not later than the deadline on **MAY 15 2023**

**JUDEX DONNEL G. LLAMOSO**  
BAC & Procurement Head

\_\_\_\_\_  
Signature Over Printed Name of Canvasser

\_\_\_\_\_  
Signature Over Printed Name of Bidder



## DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V

Regional Center Site, Rawis, Legazpi City, Albay

## REQUEST FOR QUOTATION

Company Name

Company Address

Contact No.

PhilGEPS Certificate No.

P.R. No.

F 2304-0238

Date:

May 8, 2023

MOP#

SHOPPING UNDER WORLD BANK PROGRAM

TIN:

PROCUREMENT GUIDELINES

Please quote your lowest government price for the following item(s) specified below. Check/tick the "COMPLY" box if bidder complies with the specifications. A quotation containing unchecked/unchecked "COMPLY" boxes would be automatically rated as "FAILED".

ITEM NO.	QTY.	UNIT	ITEM DESCRIPTION AND SPECIFICATIONS	Kindly CHECK to signify compliance to the specs.	UNIT COST	TOTAL COST
			PROVISION OF CATERING SERVICES FOR THE CONDUCT OF CEAC ACTIVITIES FOR BARCELONA, SORSOGON - GROUP 2			
4	1	LOT	Organizational Development and Management Training			
			Batch Code: ODM-BRC-1			
			May 23, 2023 (Day 1)			
	51	pax	AM Snacks, Lunch & PM Snacks			
			May 24, 2023 (Day 2)			
	51	pax	AM Snacks, Lunch & PM Snacks			
			Batch Code: ODM-BRC-2			
			May 25, 2023 (Day 1)			
	52	pax	AM Snacks, Lunch & PM Snacks			
			May 26, 2023 (Day 1)			
	52	pax	AM Snacks, Lunch & PM Snacks			
5	1	LOT	Municipal Accountability Reporting Cum Municipal Sustainability Planning Workshop			
			October 26, 2023 (Day 1)			
	88	pax	AM Snacks, Lunch & PM Snacks			
			October 27, 2023 (Day 2)			
	88	pax	AM Snacks, Lunch & PM Snacks			
6	1	LOT	Municipal Fiduciary Workshop			
			Batch Code: MFW-BRC-1			
			August 16, 2023 (Day 1)			
	77	pax	AM Snacks, Lunch & PM Snacks			
			August 17, 2023 (Day 2)			
	77	pax	AM Snacks, Lunch & PM Snacks			
			Batch Code: MFW-BRC-2			
			August 16, 2023 (Day 1)			
	77	pax	AM Snacks, Lunch & PM Snacks			
			August 17, 2023 (Day 2)			
	77	pax	AM Snacks, Lunch & PM Snacks			
			Note: with attached Standard Requirements Form			
			Health Standard:			
			Inter-Agency Task Force (IATF) Compliant	<input type="checkbox"/> Comply		
			Note: In case of fortuitous events or other circumstances that the number of participants is reduced, adjustment shall be made prior to the conduct of the activity or in the succeeding days	<input type="checkbox"/> Comply		
			Page 2 of 2			
			Approved Budget for the Contract: PHP 690,000.00			

## IMPORTANT REMINDERS:

1. Price quotation/s must be valid for a period of \_\_\_\_\_ days from the date of submission.

2. DELIVERY PERIOD: As specified in the Purchase Order.

3. PLACE OF DELIVERY: Barcelona, Sorsogon

4. The project shall be AWARDED as follows: \_\_\_\_\_ (a) as one contract \_\_\_\_\_ (b) separate contracts per lot \_\_\_\_\_ (c) separate contracts per item

5. TERM OF PAYMENT: CHARGED ACCOUNT, unless specified.

6. LIQUIDATED DAMAGES: One-Tenth Of One Percent (0.001) of the cost of the unperformed portion of the contract for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the DSWD FOV may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.

7. Required documents to submit:

a. PhilGEPS Certification Number b. Valid Mayor's or Business Permit c. Latest Income Tax Return

8. As a condition for AWARD, you will be required to submit the following documents:

a. Omnibus Sworn Statement b. \_\_\_\_\_

9. For any clarifications, you may contact the BAC Secretariat through fo5kpcprocurement@gmail.com or 0910-017-0818

10. Submit your quotation duly signed by you or your duly authorized representative not later than the deadline on \_\_\_\_\_

JUDEx DONNEL G. LLAMOSO  
BAC & Procurement Head

Signature Over Printed Name of Canvasser

Signature Over Printed Name of Bidder

MAY 15 2023