

**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 2304-0245**  
Date: **May 2, 2023**  
MOP: **SHOPPING UNDER WORLD BANK PROGRAM PROCUREMENT GUIDELINES**  
TIN: \_\_\_\_\_

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/unticked "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 BOARD AND LODGING FOR THE CONDUCT OF CEAC ACTIVITIES FOR RAPU-RAPU, ALBAY - GROUP 3</b>			
			<b>Venue: Legazpi City</b>			
<b>1</b>	<b>1</b>	<b>LOT</b>	<b>Organizational Development and Management Training (ODM) Training</b>			
			<u>Batch Code - ODMT-RR-1</u>			
			<b>June 6, 2023 (Day 0)</b>			
	52	pax	Dinner & Accommodation			
			<b>June 7, 2023 (Day 1)</b>			
	52	pax	Breakfast, AM Snacks, Lunch, PM Snacks, Dinner & Accommodation			
			<b>June 8, 2023 (Day 2)</b>			
	52	pax	Breakfast, AM Snacks, Lunch, PM Snacks, Dinner & Accommodation			
			<b>June 9, 2023 (Day 3)</b>			
	52	pax	Breakfast			
			<u>Batch Code - ODMT-RR-2</u>			
			<b>June 14, 2023 (Day 1)</b>			
	50	pax	AM Snacks, Lunch, PM Snacks, Dinner & Accommodation			
			<b>June 15, 2023 (Day 2)</b>			
	50	pax	Breakfast, AM Snacks, Lunch, PM Snacks, Dinner & Accommodation			
			<b>June 16, 2023 (Day 3)</b>			
	50	pax	Breakfast			
			<u>Batch Code - ODMT-RR-3</u>			
			<b>June 19, 2023 (Day 1)</b>			
	50	pax	AM Snacks, Lunch, PM Snacks, Dinner & Accommodation			
			<b>June 20, 2023 (Day 2)</b>			
	50	pax	Breakfast, AM Snacks, Lunch, PM Snacks, Dinner & Accommodation			
			<b>June 21, 2023 (Day 3)</b>			
	50	pax	Breakfast			
			<b>Note: with attached Standard Requirements Form</b>			
			<b>Page 1 of 2</b>			
			<b>Approved Budget for the Contract: PHP 899,600.00</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:** Legazpi City, Albay
- 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 fo5kprocurement@gmail.com or 0910-0170818
- Submit your quotation duly signed by you or your duly authorized representative not later than the deadline on **MAY 10 2023**

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

Signature Over Printed Name of Canvasser

Signature Over Printed Name of Bidder



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P.R. No. F 2304-0245  
Date: May 2, 2023  
MOP# \_\_\_\_\_  
TIN: \_\_\_\_\_  
DER WORLD BANK PROGRAM PROCUREMENT

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			<b>PROVISION OF BOARD AND LODGING FOR THE CONDUCT OF CEAC ACTIVITIES FOR RAPU-RAPU, ALBAY - GROUP 3</b>			
			<b>Food Requirements:</b>			
			The Service Provider shall provide a menu for selection of end-user	<input type="checkbox"/> Comply		
			Menu shall include three viands (Pork, Chicken, Beef or Fish), vegetable, soup and dessert (No dory fish in the menu)	<input type="checkbox"/> Comply		
			Free flowing coffee and water	<input type="checkbox"/> Comply		
			Plated AM and PM Snacks	<input type="checkbox"/> Comply		
			Assisted Buffet for Lunch	<input type="checkbox"/> Comply		
			Can accommodate request of participants with special dietary meals/ non-pork eaters or muslim participants	<input type="checkbox"/> Comply		
			<b>Accommodation:</b>			
			Air-conditioned	<input type="checkbox"/> Comply		
			Bedroom accommodation with individual bathing and toilet facilities	<input type="checkbox"/> Comply		
			Room arrangement - single bed occupancy; 3 beds in a room	<input type="checkbox"/> Comply		
			Housekeeping every day	<input type="checkbox"/> Comply		
			Toiletries and towels are provided every day with complimentary purified drinking water	<input type="checkbox"/> Comply		
			<b>Function Hall:</b>			
			Air-conditioned hall for the plenary	<input type="checkbox"/> Comply		
			Sound system with at least 2 wireless microphones	<input type="checkbox"/> Comply		
			Whiteboard with eraser	<input type="checkbox"/> Comply		
			Free use of LCD projector and LCD screen	<input type="checkbox"/> Comply		
			Free use of electricity when using equipments/ laptops	<input type="checkbox"/> Comply		
			<b>Other requests:</b>			
			Free tarpaulin or back drop	<input type="checkbox"/> Comply		
			Secretariat table	<input type="checkbox"/> Comply		
			No middle obstructing post/ structure	<input type="checkbox"/> Comply		
			Free use of extension wires	<input type="checkbox"/> Comply		
			Philippine flag with stand	<input type="checkbox"/> Comply		
			Free and reliable wireless internet connection	<input type="checkbox"/> Comply		
			With stand-by fully functional generator set	<input type="checkbox"/> Comply		
			Audio-visual operator	<input type="checkbox"/> Comply		
			<b>Health Standard:</b>			
			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		
			<b>Page 2 of 2</b>			
			<b>Approved Budget for the Contract: PHP 899,600.00</b>			

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

Signature Over Printed Name of Canvasser

Signature Over Printed Name of Bidder