

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Batasan Pambansa Complex, Constitution Hills,
Quezon City

REQUEST FOR QUOTATION

RFQ No. 140523 MCC
Date: July 23, 2014

Company Name : _____
Company Address : _____
Contact Person : _____
Contact 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 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 -PPMD at ground floor, DSWD-CO Building, Batasan Complex, Constitution Hills, Quezon City or fax it through number 931-6139 **on or before 25 July 2014 not later than 08:00 a.m.** .

Very truly yours,


ESTER R. EGAMINO
OIC, Procurement Planning & Mgt. Division

Terms and Conditions:

- Award shall be made on per: Item Basis Total Quoted Price Lot Basis
- Quotation validity shall not be less than Thirty (30) days.
- Good/s shall be delivered on (Please refer to Annex A)
- Place of Delivery: (Please refer to Annex A)
- Terms of Payment: Fifteen (15) to Thirty (30) calendar days upon completion of supporting documents
- ~~Liability for Damages/Penalty: One tenth (1/10) of the price of for every day of delay shall be imposed.~~
- Indicate brand, model and country of origin.
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- Warranty: _____


DANDY J. PEDRITA
Procurement Officer
Tel No. 951-7116 / Fax No. 931-6139

(Signature over Printed Name)
Supplier

RFQ No. 14 0528 MCCDate: July 23, 2014

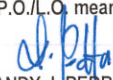
Company Name : _____
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Lot No.	Qty.	Unit	Purchaser's Specifications	Bidder's Specifications (Please write the detailed specifications in the space provided)	Unit Cost	Total Cost
1	79	pax	<u>Board and Lodging for the conduct of KC-NCDDP 1st Semester Project Review and Evaluation Workshop (PREW) for CY 2014</u>			
			VENUE: Tagaytay City			
			TYPE OF SERVICE: Guided Buffet for Meals and Plated for AM and PM snack			
			DATE NEEDED: July 30 - August 01, 2014			
			MENU TO BE SUBMITTED : Filipino Dish			
			WILL SERVE: 3 viands; Fresh Cooked Meat: chicken, beef, pork or fish, fresh vegetables, Fresh assorted fruits alternate with desserts, Drinks; alternate of Softdrinks for meals and iced tea or fresh juice for snacks			
			July 30, 2014 - Complete Meal (Breakfast, AM snack, Lunch, PM snack & Dinner)			
			July 31, 2014 - Complete Meal (Breakfast, AM snack, Lunch, PM snack & Dinner)			
			August 01, 2014 - will serve Breakfast, AM snack, Lunch & PM snack			
			<i>Inclusions and free use of the following:</i>			
			1. Triple or Quadruple sharing in separate beds			
			2. Fully airconditioned bedroom			
			3. Fully airconditioned big conference room with the capacity to accommodate 90 pax and extra space for group work and break-up sessions			
			4. Conference room should be free from any permanent obstruction e.g. posts			
			5. Extension wires for Laptops			
			6. Two (2) Whiteboard and markers with erasers			
			7. Laptop and LCD Projector with Widescreen			
			8. Decent and stable Wi-Fi connections			
			9. Good Quality of sound system with six (6) microphones			
			10. Complimentary Backdrop, 4ft x 6ft			
			11. Complimentary room for the secretariat (Triple sharing) on July 29 to August 01, 2014			
			12. Flowing coffee of mineral water, tea, coffee, nuts or candies			
			13. One (1) Break-out room to accommodate 35 pax			
			<i>Check in Time: July 30, 2014 at 02:00 pm</i>			
			<i>Check out Time: August 01, 2014 at 12:00 nn</i>			
			<i>Hotel should not be offering short-term lodging associated with motels beside or across gambling establishment or casinos & other may touch on cultural sensitiveness like mortuaries or morgues and other similar ilk.</i>			
			*****Nothing Follows*****			

PURPOSE : for the conduct of KC-NCDDP 1st Semester Project Review and Evaluation Workshop (PREW) for CY 2014

RIS No. 14072140

IMPORTANT : The winning bidder MUST SIGN the original copy of Purchase Order (P.O.) or Letter Order (L.O.) at DSWD-Central Office, Procurement Service within three (3) days from the date advance copy was served thru fax. FAILURE to show up and sign the original P.O./L.O. means that the bidder is not interested and will be a ground for suspension or blacklisting in DSWD's future biddings.


 DANDY J. PEDRITA
 Procurement Officer
 Tel No. 951-7116
 Fax No. 931-6139

(Signature over printed name)