



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
 DILG Sorsogon Provincial Operations Office, Sorsogon City

Document Code		
<b>FM-QP-DILG-AS-RO-10-07</b>		
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<b>MODE OF PROCUREMENT:</b> Small Value Procurement	RFQ No. :	<b>2022-009-036</b>
Name of Procuring Entity: JULIUS RODEL L. CAL-ORTIZ, CESE	Date:	September 9, 2022
Office/End User: <b>DILG SORSOGON</b>		
Company Name:		
Address		

**\*PhilGEPS Registration No.**

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed:

**TERMS AND CONDITIONS:**

<ol style="list-style-type: none"> <li>Bidders shall provide correct and accurate information required in this form.</li> <li>Bidders may quote for any or all items.</li> <li>Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.</li> <li>Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.</li> <li>Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.</li> <li>Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.</li> </ol>	<ol style="list-style-type: none"> <li>Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).</li> <li>The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.</li> <li>Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of the contract, without prejudice to other courses of action and remedies open to it.</li> </ol>
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NOTE:  
 \*In order to be eligible for this procurement, suppliers/ service providers must submit together with the quotation/ proposal the following eligibility requirements:

- Valid Business Permit 2022
- Latest Income/Business Tax Return
- PhilGEPS Registration No. (Please indicate on the space provided above)

**APPROVED BUDGET FOR THE CONTRACT (ABC):**  
**PHP 82,800.00**

**REBECCA O. BRITANICO**  
 BAC Chairman

ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	ABC PER ITEM	PRICE PER UNIT
1	Lease of venue inclusive of accomodation, meals and snacks for 46 pax during the conduct of Interfacing- Dialogue on DRR and CCA Issues and Concerns and Convergence between Youth Sector (BYLC Participants) and DILG on September 19, 2022	46	pax	1,800.00	
	***See attached Schedule of Requirements***				
	***Nothing Follows***				
Warranty			Price Validity		

**After having carefully read and accepted your General Conditions, I/WE quote on the item(s) at prices noted above.**

\_\_\_\_\_  
 Printed Name/Signature/Date  
 \_\_\_\_\_  
 Tel. No./Cellphone No.