



Republic of the Philippines  
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
Regional Office No. V, Rizal Street Legazpi City

**REQUEST FOR PROPOSALS**

MODE OF PROCUREMENT:	<b>Small Value Procurement (Section 53.9)</b>	RFQ No.:	<b>GDS-2021-043</b>
Name of Procuring Entity:	<b>DILG</b>	Date:	<b>March 12, 2021</b>
Office/End User:	<b>ORD-PLANNING</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:**

- Bidders shall provide correct and accurate information required in this form.
- Bidders shall quote on all individual items.
- Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.
- Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.
- Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.
- Award of Contract shall be made to the responsive bidder (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).
- The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- 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 amount of the contract, without prejudice to other courses of action and remedies open to it.
- Request for Quotation must be signed and sealed

**APPROVED BUDGET FOR THE CONTRACT (ABC):**

**PHP 119,850.00**

**ALFREDO L. SALLAN**  
BAC Chairman

ITEM DESCRIPTION	QTY	UNIT	Approved Budget for the Contract	Unit Price	Total Price	Compliance with Technical Specifications (please check)		Remarks
						Yes	No	
<b>PROVISION OF MEALS DURING THE CONDUCT OF THE REGIONAL INTERFACING WITH DILG MASBATE ON MARCH 22-25, 2021 AT THE DILG REGIONAL OFFICE V TRAINING HALL</b>								
<b>Day 1 March 22, 2021 @ 51 pax</b>								
<b>Early Dinner - 6:00 PM</b>								
Plain/ Steamed Rice, cream of mushroom soup, bicol express, fish steak, manok sa gata, banana								
<b>Day 2 March 23, 2021 @ 51pax</b>								
<b>AM Snack - 9:00 AM</b>								
Tuna Sandwich with Camote fries, pineapple juice								
<b>Lunch - 11:30 AM</b>								
Plain/Steamed Rice, vegetable soup, honey-soy spareribs, pinakbet, fried fish, fresh assorted fruits								
<b>PM Snack - 3:00 PM</b>								
Macaroni Salad with crackers, iced tea								
<b>Dinner - 6:00 PM</b>								
Plain/steamed rice, cream of corn soup, lechon kawali, sauted baguio beans with shrimps, fish steak, buko pandan								
<b>Day 3 March 24, 2021 @ 51pax</b>								
<b>AM Snack - 9:00 AM</b>	1	lot	119,850.00					
Carbonara with garlic bread, softdrinks								
<b>Lunch - 11:30 AM</b>								
Plain/steamed rice, cocido, grilled liempo, ensaladang talong, assorted fresh fruits, juice								
<b>PM Snack - 3:00 PM</b>								
Clubhouse sandwich, orange/pineapple juice								
<b>Dinner - 6:00 PM</b>								
Plain rice, egg drop soup, laing, fried chicken, fish fingers with tartar dip, fresh fruits								
<b>Day 4 March 25, 2021 @ 51pax</b>								
<b>AM Snack - 9:00 AM</b>								
2pcs. Turon with langka, softdrinks								
<b>Lunch - 11:30 AM</b>								
Plain rice, nido soup, ampalaya con hipon, lumpia shanghai, fish with tausi, fresh fruits								
<b>PM Snack - 3:00 PM</b>								
Pancit canton guisado with bread/puto, softdrinks								



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**TERMS AND CONDITIONS:**

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>Bidders shall provide correct and accurate information required in this form.</li> <li>Bidders shall quote on all individual 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 responsive bidder (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 amount of the contract, without prejudice to other courses of action and remedies open to it.</li> <li>Request for Quotation must be signed and sealed</li> </ol> |
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<b>APPROVED BUDGET FOR THE CONTRACT (ABC):</b>	<b>ALFREDO L. SALLAN</b> BAC Chairman
<b>PHP 119,850.00</b>	

<b>Dinner - 6:00 PM</b>								
Plain rice, cream of corn soup, chicken cordon blue, buttered mix vegetables, rellenong alimasaag, banana								
<b>Venue: DILG REGIONAL OFFICE TRAINING HALL</b>								
*Assisted buffet with waiter assistance (in-uniform)								
*free flowing coffee, creamer, sugar with mineral water in dispenser								
*skirting of tables								
*pica-pica (peanut, candy, mixed nuts)								
* Each viand (meat, fish, vegetable, chicken) should be at least 100-200 grams/serving * Rice – 1 cup regular size * Snacks/sandwiches, cakes & pasta should be at least 200 grams/serving								

**REF:**  
 Purchase Request No. 2020-03-043  
 Approved and Funded PPMP

<b>Warranty</b>	<b>Price Validity</b>
After having carefully read and accepted your General Conditions, I/WE quote on the item(s) at prices noted above.	
<hr style="width: 80%; margin: 0 auto;"/> <b>Printed Name/Signature/Date</b>	
<hr style="width: 80%; margin: 0 auto;"/> <b>Tel. No./Cellphone No.</b>	

**Supply & Delivery Conditions:**

- Deliver of item is required: **as stated**;
- Details related to implementation shall be communicated with **MA. GRACE JOY U. TANGO** ; End-User.

**NOTE:**

- In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal and the following eligibility
  - Valid Business Permit, Mayors Permit, Certificate of Business Name (DTI, SEC), Tax Clearance, (50k above), BIR Form 1701 Annual Income tax Return (500k)
  - PhilGEPS Registration No. (Please indicate on the space provided above)
  - Original Notarized Omnibus Sworn Statement (50k above) must be included in the submission of RFQ/RFP

**Important:**

\*Please submit your quotation/s **on/or before** \_\_\_\_\_ **at 09:00 am.**