DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT

Field Office XII, Koronadal City

REQUEST FOR QUOTATION

Company Name:	R	FQ No.: 2020-09-0592
Address	D	ate: 9/18/2020
Contact Person:		
Contact No.:		
Sir/Madam:		
Please quote your government price/s including delivery charges, VAT in Annex A. Also, furnish us with descriptive brochures, catalogues, lite	• •	al expenses for the goods listed
If you are the exclusive manufacturer, distributor or agent in the Philipp notarized certification to this effect.	ines for the goods listed below, please attac	h in your quotations a duly
Please accomplish and submit this form together with Annex A to DSW Koronadal City or email at procurement.fo12@dswd.gov.ph on or before the control of the		l, Purok Bumanaag, Brgy. Zone III,
	Very tru	uly yours,
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		<u>~</u>
		T. BATABOR
	Head, Procur	rement Section
TERMS AND CONDITIONS		
TERMS AND CONDITIONS:	[] total guetod	
 Award shall be made on per: [] item basis Quotations validity shall not be less than 30 days. 	[] total quoted	
Good/s and services shall be delivered "As Per Schedule"		
Place of Delivery: General Santos City		
5. Terms of Payment: n/30		
6. Liquidated Damages/Penalty: one-tenth (1/10) of one percent for every	ery day of delay shall be imposed on the und	lelivered item/s
7. Must be PhilGEPS registered.		
8. Indicate brand, model and country of origin.		
9. In case of discrepancy between unit cost and total cost, unit cost sha	all prevail.	
10. Warranty:		
	(Signature ove	r Printed Name)
		pplier

DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT Field Office XII, Koronadal City RFQ No.: Date: 2020-09-0592 9/18/2020

Company N	lame:			-	RFQ No.:	2020-09-0592	
Address: Contact Pe	rson:			-	Date:	9/18/2020	
Contact No				- - □ vat□ non-vat			
ITEM NO.	QUANTITY	UNIT	PURCHASER'S SPECIFICATION	BIDDER'S SPECIFICATION	UNIT COST	TOTAL	
1	44	pax	Accommodation and Catering Services (2 days live in)				
			Specification:				
			A Down Assessment of the				
			A. Room Accommodation NO Triple sharing in a room with aircondition and linens, blankets, free				
			complimentary soap and shampoo, towels, plush towels, and free provisions replenished daily;				
			Maximum of fifty percent (50%) operational capacity; Wearing of face masks and maintenance of social distancing protocols;				
			Conduct of temperature checks;				
			5. Ensure the availability of disinfectants as these measures are part of the new normal recommendation to all establishments by the government.				
			B. Meals Requirements				
			 Managed buffet breakfast with 3 viands, with additional choices of bread, fresh fruits, and coffee/coco/tea drinks 				
			$\!2.\!$ Managed buffet lunch and dinners with 3 viands inclusive of appetizer/soup and dessert				
			Plated AM/PM snacks serve with cold beverage in can/bottle (over and above free flowing coffee)				
			(choices of viands: fish, beef, chicken and vegetables)				
			C. Function Room/Hall				
			Free use of function room with fully aircondition that can accommodate				
			number of participants for plenary until 8 p.m for night session 2. With good sound system with atleast 2 microphones and audiojack (audio technician on standby)				
			3. conductive function room for learning that is sound proof, well lighted and ventilated				
			Free and strong wi-fi connection (within room and function hall)				
			Free use of LCD projectors, wide screen at least 1 and electrical connections including extension cords for the use of participants and secretariat				
			Free use of whiteboard, whiteboard marker and eraser (replace it when empty)				
			7. Free flowing coffee/tea/water with hot and cold water dispenser				
			8. With 2 standby waiters 9.CCTV Protected				
			10.Free 5 tables for gallery presentation if necessary				
			D. Others Amenities				
			Free tarpaulin/backdrop (outside of hotel/lobby and in the function room)				
			Discount of the business center for fax, printing, photocopying, etc.				
			3. Free use of hotel amenities				
			E. Notes				
			Hotel Location must be appropriate for the conduct of professional discussion and conductive for productivity and creative thinking				
			Hotel should not be offering short-term lodging associated with motels and not be situated beside or across funeral parlor				
			Hotel can provide required number of rooms and should not transfer participants to another hotel				
			No Pork Serve.				
			Venue: Within General Santosl City				
			Approved Budget Ceiling: 132,000.00 Delivery of Terms: "As Per Schedule"				
Арр	roved Budge	et Ceiling:	₱132,000.00				
				Please fill up the space for Bidder's Specifications.			
				Failure to indicate could be basis for non-compliance.			
Purpose:	Regional W	ork and Fi	l nancial Planning Workshop	non-compliance.			
served thru	fax.		MUST SIGN the original copy of Purchase Order (PO) or Latter Order (LO) at Disciplinal PO means that the bidder is not interested and will be a ground for sus		()	n the date advance copy was	
Canvassed by: Certified by:							
(Signature over printed name) Canvasser		SAIFODEN T. BATABOR Head, Procurement Section		(Signature over printed name) Supplier			