## Bid Notice Abstract

### Request for Quotation (RFQ)

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| **Reference Number** | 12940018 |
| **Procuring Entity** | DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - REGION XII |
| **Title** | NPCP-DSWD12-SFP-2026-04-006 Supply and delivery of Toned Milk for the consumption of 600 undernourished Day Care children in LGU Polomolok under the Milk Feeding Program for CY 2026 |
| **Area of Delivery** | South Cotabato |

Printable Version

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| **Solicitation Number:** | NPCP-DSWD12-SFP-2026-04-006 |
| **Trade Agreement:** | Implementing Rules and Regulations |
| **Procurement Mode:** | Negotiated Procurement - Community Participation (Sec. 53.12) |
| **Classification:** | Goods |
| **Category:** | Food Stuff |
| **Approved Budget for the Contract:** | PHP 2,376,000.00 |
| **Delivery Period:** | 180 Day/s |
| **Client Agency:** | |
| **Contact Person:** | Loreto Jr. Vargas Cabaya<br>Regional Director<br>Regional Center, Brgy. Carpenter Hill<br>Koronadal City<br>South Cotabato<br>Philippines 9506<br>63-228-3180 Ext.81<br>63-228-3180<br>procurement.fo12@dswd.gov.ph |

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|---|---|
| **Status** | **Pending** |
| **Associated Components** | 1 |
| **Bid Supplements** | 0 |
| **Document Request List** | 0 |
| **Date Published** | 24/04/2026 |
| **Last Updated / Time** | 23/04/2026 6:55 PM |
| **Closing Date / Time** | 27/04/2026 1:30 PM |

**Description**

REQUEST FOR QUOTATION
NEGOTIATED PROCUREMENT COMMUNITY PARTICIPATION For the Supply and delivery of Toned Milk for the consumption of 600 undernourished Day Care children in LGU Polomolok under the Milk Feeding Program for CY 2026
Reference Number: NPCP-DSWD12-SFP-2026-04-006

1. In view of the Community Participation Procurement, the Department of Social Welfare and Development Field Office XII (DSWD FO XII), through its Bids and Awards Committee (BAC) invites registered and organized Community or Social Groups (CSGs) to participate in the community participation procurement NPCP-DSWD12-SFP-2026-04-006 Supply and delivery of Toned Milk for the consumption of 600 undernourished Day Care children in LGU Polomolok under the Milk Feeding Program for CY 2026 in accordance with Section 35.11 of the Revised Implementing Rules and Regulations (R-IRR) of Republic Act No. 12009, otherwise known as the "New Government Procurement Act.

2. The Approved Budget for the Contract is Two Million Three Hundred Seventy-six Thousand Pesos Only (Php2, 376,000.00) inclusive of all applicable taxes.

3. Interested Bidders may obtain further information from the DSWD BAC Secretariat at the address and contact number given below from 23 April 2026 , 8:00 AM to 5:00 PM. to 27 April 2026, 8:00 AM to 9:00 AM.

4. The schedule of the bidding activities are as follows:

ACTIVITIES SCHEDULE
Advertisement/ Posting of Request for Quotation / Start of Availability of Request for Quotation 23 April 2026
Deadline of Submission of Quotations and Legal / Technical Documents (in Sealed Envelope) On or before 27 April 2026, 10:00AM
Opening of Quotations 27 April 2026, 1:30 PM

5. Interested bidders shall submit the following documents in sealed envelopes, labelled as "NPCP-DSWD12-SFP-2026-04-006 Supply and delivery of Toned Milk for the consumption of 600 undernourished Day Care children in LGU Polomolok under the Milk Feeding Program for CY 2026". The envelope labels should also contain the name of the bidder, address, and contact details of the bidder.

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents
Legal Requirements

a. Certificate of registration from the DTI/SEC/CDA/DA/Department of Labor and Employment/NCIP; or in the case of Civil Society Organizations, Non-Government Organizations or Peoples' Organizations that are compliant with the requirements of a CSG, registration from NGAs24 or LGUs,25 and

b. A sworn affidavit (Appendix "1") executed by the head or its authorized representative that affirms that:

i. none of its incorporators, officers or members is an agent or related by consanguinity or affinity up to the third (3rd) civil degree to the HoPE, a member of the BAC, the Technical Working Group (TWG) or the Secretariat, or other official authorized to process and/or approve the proposal, contract, and release of funds; and

ii. none of its incorporators, officers or members has a related business to the Community-based Project being procured at hand; or disclosure of the members if they have related business, if any, to the Community-based Project being procured at hand and the e

Technical Requirements

c. Statement of all its completed contracts similar to the Community-based Projects to be bid and/or list indicating the work experiences of their members that reflect the capacity to deliver the Goods, or implement the Simple Infrastructure Projects, at an equal or higher established standards. The End-user's acceptance or official receipt(s) or sales invoice issued for the completed contracts shall be attached to the Statement as proof thereof.

II. FINANCIAL COMPONENT ENVELOPE
d. Photocopy or scanned copy of the bank book with complete bank account information; or a proof that it maintains books of accounts such as cash receipts journal, cash disbursement journal, general journal, and general ledger.
For Organized CSG that has participated in any government Community-based
Project for the past two (2) years:

e. Latest Income Tax Return (ITR) for the preceding Tax Year or for new establishments, the most recent quarter's ITR or Business Tax Return; and

f. Updated Audited Financial Statement (AFS), which should not be earlier than two (2) years from the date of bid submission. The AFS shall be stamped received by the Bureau of Internal Revenue (BIR) or accredited and authorized institutions, or electronically received via the AFS e-submission of the BIR with a filing reference number.

6. The DSWD FO XII reserves the right to accept or reject any bid/proposal, annul the bidding process, and to reject all bids/proposals at any time prior to contract award, without thereby incurring any liability to the affected bidder/s.

Sgd. NAIRA S. ARATUC
Chairperson, DSWD FOXII BAC

Price Quotation Form for the NPCP-DSWD12-SFP-2026-04-006 Supply and delivery of Toned Milk for the consumption of 600 undernourished Day Care children in LGU Polomolok under the Milk Feeding Program for CY 2026

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Date: APRIL 23, 2026
Ref. No. NPCP-DSWD12-SFP-2026-04-006

To: DSWD Field Office XII
Regional Center, Brgy. Carpenter Hills
City of Koronadal, 9506

Gentlemen and/or Ladies:

Having examined the Community Participation Procurement including the Amendments and Modifications, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply/deliver services for the NPCP-DSWD12-SFP-2026-04-006 Supply and delivery of Toned Milk for the consumption of 600 undernourished Day Care children in LGU Polomolok under the Milk Feeding Program for CY 2026 for the sum of _____. [total price offer amount in words] in conformity with the said Bidding Documents for the sum (₱_____)
[total price offer amount in figures] or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amount, and within the times specified in the Bidding Documents.

Until a formal Contract is prepared and executed, this Proposal, together with your written acceptance thereof and Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Price Quote or any Price Quote you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to this Request for Quotation.

The undersigned is authorized to submit the bid on behalf of _____
[name of the bidder]
as evidenced by the attached _____
[state the written authority].

We acknowledge that failure to sign each and every page of this Price Proposal Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Dated this _____ day of _____, 2026

_____ _____
Signature in the capacity of

Duly authorized to sign Bid for and on behalf of _____
ANNEX B

Technical Specifications

1. The project is for the Supply and delivery of Toned Milk for the consumption of 600 undernourished Day Care children in LGU Polomolok under the Milk Feeding Program for CY 2026 with NPCP-DSWD12-SFP-2026-04-006 as Reference Number.

2. Bidders must state either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the goods/equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's unamend sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.

Item Specification Statement of Compliance
LOT 6 Polomolok
1 Toned Milk, plain (180-200 ml per pack x 300 children x 180 days)
2 Toned Milk, flavored (180-200 ml per pack x 300 children x 180 days) Any flavored available
Nutrient Content per pack:
140-180 Calories

Total Fat (3-8.5g)
Total Carbohydrates (15-30g)
Total Protein (5-12g)
Calcium (220-350mg)
Sugar (10-28g)

NOTES:
Free delivery to identified 3-5 dropping points or cluster per LGU.
Primary Packaging: Food Grade Polyethylene Bags labeled with nutritional facts, production date and expiration date.
Secondary Packaging: (in sets per DCC based on the attached schedule and quantity) and shall be done in the supplier's sanitized area prior to the date of delivery.

The supplier must be National Dairy Authority or Philippine Carabao Center accredited.

The supplier must have Sanitary Permit.

DELIVERY:
Delivery is based on the agreed and conformed schedule set by the End-User and Supplier.

The milk packs will be delivered once a week to the designated areas or pickup points.

Delivery is within the attached schedule of delivery and timeline (8:00 to 11:00 AM)

The total contract duration is 180 calendar days/6 months. The NOA and contract shall be awarded in two phases: an initial 120 day, followed by a subsequent 60 day, subject to the availability of funds.
Milk packs must be properly sealed and delivered in a frozen state using securely sealed and insulated ice boxes to maintain the required temperature.

The cold chain must be strictly maintained throughout delivery, distribution, and storage to ensure product safety and quality. Once all milk packs have been distributed to Child Development Workers, the supplier may retrieve the ice boxes.

The supplier must bring extra milk packs (buffer stock), in case of damaged/lacking milkpacks upon delivery.

INSPECTION AND FINAL ACCEPTANCE:
Acceptance by the LGU; C/MSWDO/Focal Person/SFP Staff. Inspection by the DSWD Inspection Committee. Final Acceptance by the DSWD Acceptance Committee.

PAYMENT TERM:
Thirty (30) working days after submission of billing statement and other supporting documents of completed monthly deliveries.

I hereby certify to comply with all the above requirements.

_____
Name of the Company/Bidder

_____ Signature Over Printed Name of the Representative
Date:_____

ANNEX A

Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

NPCP-DSWD12-SFP-2026-04-006 Supply and delivery of Toned Milk for the consumption of 600 undernourished Day Care children in LGU Polomolok under the Milk Feeding Program for CY 2026

Stock No. List of Food Items Unit Quantity Delivered,
Weeks/Months

Will commence upon the agreed and conformed schedule set by the End-User and Supplier
LOT 6 Polomolok
1 Toned Milk, plain (180-200 ml per pack x 300 children x 180 days) Pack 54,000
2 Toned Milk, flavored (180-200 ml per pack x 300 children x 180 days) Any flavored available pack 54,000
Nutrient Content per pack:
140-180 Calories
Total Fat (3-8.5g)
Total Carbohydrates (15-30g)
Total Protein (5-12g)
Calcium (220-350mg)
Sugar (10-28g)

NOTES:
Free delivery to identified 3-5 dropping points or cluster per LGU.
Primary Packaging: Food Grade Polyethylene Bags labeled with nutritional facts, production date and expiration date.
Secondary Packaging: (in sets per DCC based on the attached schedule and quantity) and shall be done in the supplier's sanitized area prior to the date of delivery.

The supplier must be National Dairy Authority or Philippine Carabao Center accredited.

The supplier must have Sanitary Permit.

DELIVERY:
Delivery is based on the agreed and conformed schedule set by the End-User and Supplier.

The milk packs will be delivered once a week to the designated areas or pickup points.

Delivery is within the attached schedule of delivery and timeline (8:00 to 11:00 AM)

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Milk packs must be properly sealed and delivered in a frozen state using securely sealed and insulated ice boxes to maintain the required temperature.

The cold chain must be strictly maintained throughout delivery, distribution, and storage to ensure product safety and quality. Once all milk packs have been distributed to Child Development Workers, the supplier may retrieve the ice boxes.

The supplier must bring extra milk packs (buffer stock), in case of damaged/lacking milkpacks upon delivery.

INSPECTION AND FINAL ACCEPTANCE:
Acceptance by the LGU; C/MSWDO/Focal Person/SFP Staff. Inspection by the DSWD Inspection Committee. Final Acceptance by the DSWD Acceptance Committee.

PAYMENT TERM:
Thirty (30) working days after submission of billing statement and other supporting documents of completed monthly deliveries.

* The performance of the obligations under the Contract shall not go beyond the validity of the appropriation for the Project.

I hereby certify to comply and deliver all the above requirements.

_____
Name of the Company/Bidder

_____
Signature Over Printed Name of the Representative
Date _____

Price Schedule for Goods Offered from within the Philippines
[shall be submitted with the Bid if bidder is offering goods from within the Philippines]
_____

For Goods Offered from within the Philippines
Name of Bidder: _____
Project ID No.NPCP-DSWD12-SFP-2026-04-006

1 2 3 4 5 6 7 8 9 10
Item Description Country of Origin Quantity Unit price
EXW per item Transportation and all other costs incidental to delivery, per item Sales and other taxes payable if Contract is awarded, per item Cost of Incidental Services, if applicable, per item Total Price, per unit (col 5+6+7+ 8 Total Price, per unit (col 5+6+7+ 8) Total Price delivered Final Destination (col 9) x (col 4)
LOT 6 Polomolok
1 Toned Milk, plain (180-200 ml per pack x 300 children x 180 days) 54,000 packs
2 Toned Milk, flavored (180-200 ml per pack x 300 children x 180 days) Any flavored available 54,000 packs
Nutrient Content per pack:
140-180 Calories
Total Fat (3-8.5g)
Total Carbohydrates (15-30g)
Total Protein (5-12g)
Calcium (220-350mg)
Sugar (10-28g)

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DELIVERY:
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PAYMENT TERM:
Thirty (30) working days after submission of billing statement and other supporting documents of completed monthly deliveries.
TOTAL BID AMOUNT

Name: _____
Legal Capacity: _____
Signature: _____
Duly authorized to sign the Bid for and behalf of: _____

| | |
|---|---|
| **Created by** | Loreto Jr. Vargas Cabaya |
| **Date Created** | 23/04/2026 |

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