



**MODE OF PROCUREMENT:** Negotiated Procurement- Small Value Procurement (SVP) RFQ No.: **SVP 2022-04-044**

Name of Procuring Entity: **DILG REGION XII** Date: **19 April 2022**

Office/End User: **ORD**

Company Name (TO BE FILLED OUT BY SUPPLIER):

Address (TO BE FILLED OUT BY SUPPLIER):

**\*PhilGEPS Registration No. (TO BE FILLED OUT BY SUPPLIER)**

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 may quote for any or all items.
  - 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 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.
  - 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 prejudice to other courses of action and remedies open to it.
  - Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.

**APPROVED BUDGET FOR THE CONTRACT (ABC):**  
**PHP 56,000.00**

**LAILYN A. ORTIZ, CESO V**  
 Assistant Regional Director/RBAC Chairperson

| ITEM NO. | ITEM DESCRIPTION   | QTY.   | UNIT PRICE | TOTAL PRICE | COMPLIANCE WITH TECHNICAL SPECIFICATIONS (PLEASE CHECK) |     | REMARKS |
|----------|--|--------|------------|-------------|---|-----|---------|
|          |  |        |            |             | YES   | NO  |         |
| 1        | <b>Catering Services for the Attendance to the CO QMS Activities: QMS Training/FGDs/Workshops/Orientation</b>                            |        |            |             |   |     |         |
|          | Open to all qualified bidders  |        |            |             | [ ]   | [ ] |         |
|          | Food must be delivered to DILG XII Regional Office (Snacks 9:30 AM, Lunch 11:30 AM, and PM Snacks 2:30 PM/ as requested by the End User) |        |            |             | [ ]   | [ ] |         |
| 2        | <b>Meals/Catering:</b>   |        |            |             |   |     |         |
|          | <b>Tuesday, May 3, 2022</b>  |        |            |             |   |     |         |
|          | AM Snacks  | 32 pax |            |             | [ ]   | [ ] |         |
|          | Lunch  | 32 pax |            |             | [ ]   | [ ] |         |
|          | PM Snacks  | 32 pax |            |             | [ ]   | [ ] |         |
|          | <b>Tuesday, July 5, 2022</b>   |        |            |             |   |     |         |
|          | AM Snacks  | 40 pax |            |             | [ ]   | [ ] |         |
|          | Lunch  | 40 pax |            |             | [ ]   | [ ] |         |
|          | PM Snacks  | 40 pax |            |             | [ ]   | [ ] |         |
|          | <b>Tuesday, September 6, 2022</b>  |        |            |             |   |     |         |
|          | AM Snacks  | 40 pax |            |             | [ ]   | [ ] |         |
|          | Lunch  | 40 pax |            |             | [ ]   | [ ] |         |
|          | PM Snacks  | 40 pax |            |             | [ ]   | [ ] |         |
| 3        | <b>Other Services:</b>   |        |            |             |   |     |         |
|          | With standby personnel/staff to provide assistance and is/are strictly observing minimum health protocols                                |        |            |             | [ ]   | [ ] |         |
|          | ** A guaranteed of a minimum of 75% out of the total number of target participants;  |        |            |             | [ ]   | [ ] |         |

\*\*\*\*\* NOTHING FOLLOWS \*\*\*\*\*

**OFFERED RATE PROPOSAL:** \_\_\_\_\_ Php \_\_\_\_\_