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|-----------------------------|---|-----------|-----------------|---------------|
| MODE OF PROCUREMENT: | Negotiated Procurement- Small Value Procurement (SVP) | RFQ No. : | SVP | 2022- 01- 006 |
| Name of Procuring Entity: | DILG REGION XII | Date: | 20 January 2022 | |
| Office/End User: | LGMED | | | |

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:**
- | | |
|--|--|
| <p>1. Bidders shall provide correct and accurate information required in this form.</p> <p>2. Bidders may quote for any or all items.</p> <p>3. Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.</p> <p>4. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.</p> <p>5. 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.</p> <p>6. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized</p> | <p>7. The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.</p> <p>8. 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.</p> <p>10. LCRB shall ensure that the standard health protocols must be observed for the entire duration of the activity</p> |
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APPROVED BUDGET FOR THE CONTRACT (ABC):
PHP 138,800.00

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 | Venue and Catering Services for the CONDUCT OF STRATEGIC PLANNING WORKSHOP ON ELCAC AND OTHER DILG MAJOR PROGRAMS AND REGIONAL CONSULTATION DIALOGUE WITH MANCOM AND OUTCOME/PROGRAM MANAGERS ON FEBRUARY 3-4 AND 7, 2022 | | | | [] | [] | |
| | Open to all qualified bidders (preferably within Koronadal City) | | | | [] | [] | |
| | Must be accessible to Public Transportation; | | | | [] | [] | |
| | Free Parking Space and use of amenities and facilities; | | | | [] | [] | |
| | With proper waste management with sanitary permit from appropriate authority. | | | | [] | [] | |
| 2 | *Meals/ Catering/Venue | | | | | | |
| | BUFFET MEALS (Lunch to be served by 11:30AM and Dinner by 6:00PM) | | | | | | |
| | AM Snacks to be served by 9AM and PM Snacks by 3:00PM) | | | | | | |
| | FEBRUARY 3, 2022 (Thursday) | | | | | | |
| | AM Snacks | 45 | | | [] | [] | |
| | Lunch | 45 | | | [] | [] | |
| | PM Snacks | 45 | | | [] | [] | |
| | Dinner | 45 | | | [] | [] | |
| | Accommodation with Free Breakfast | 19 | | | [] | [] | |
| | FEBRUARY 4, 2022 (Friday) | | | | | | |
| | AM Snacks | 45 | | | [] | [] | |



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| APPROVED BUDGET FOR THE CONTRACT (ABC): PHP 138,800.00 |  LAILYN A. ORTIZ, CESO V Assistant Regional Director/RBAC Chairperson |
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|---|---|----|--|--|-----|-----|
| | Lunch | 45 | | | [] | [] |
| | PM Snacks | 45 | | | [] | [] |
| | Dinner | 45 | | | [] | [] |
| | Accommodation with Free Breakfast | 19 | | | [] | [] |
| | FEBRUARY 7, 2022 (Monday) | | | | | |
| | AM Snacks | 45 | | | [] | [] |
| | Lunch | 45 | | | [] | [] |
| | PM Snacks | 45 | | | [] | [] |
| 3 | Venue/Hall | | | | | |
| | Can accommodate up to 45pax in 50% capacity (90 pax if full capacity) in adherence to minimum health protocols against COVID-19 particularly on strict physical distancing; | | | | [] | [] |
| | Function room/training hall should have no columns/post in the middle that can distract both resource speakers and participants; | | | | [] | [] |
| | With standalone LAN Internet (100mbps or higher) for the secretariat; | | | | [] | [] |
| | At least 10-12 round tables with desirable clothing and banquet chairs and appropriate center piece per table with 5 persons per table | | | | [] | [] |
| | At least 2 Secretariat Tables(long table) with desirable clothing will be placed inside the hall near the door. | | | | [] | [] |
| | With Philippine Flag (with pole) and Podium for Speakers; | | | | [] | [] |
| | Fully Airconditioned Hall | | | | [] | [] |



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| APPROVED BUDGET FOR THE CONTRACT (ABC): | LAILYN A. ORTIZ, CESO V Assistant Regional Director/RBAC Chairperson |
| PHP 138,800.00 | |

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|--|--|--|--|-----|-----|
| **Conducts regular disinfection of training halls. | | | | [] | [] |
|--|--|--|--|-----|-----|

***** NOTHING FOLLOWS *****

| OFFERED RATE PROPOSAL: | | | | | |
|--|--|--|--|-----|-----|
| Note: | | | | | |
| *In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal the following eligibility requirements: | | | | | |
| Annual Income Tax Return (ITR) FY. 2020 (for those who do not have Business Permit for 2022) | | | | [] | [] |
| Certificate of Business Name Registration from DTI (Updated) | | | | [] | [] |
| Tax Clearance Certificate from BIR (Updated) | | | | [] | [] |
| Business/ Payor's Permit (Updated) | | | | [] | [] |
| Accomplished and Notarized Omnibus Sworn Statement | | | | [] | [] |
| Certificate of PhilGEPs Registration | | | | [] | [] |
| IMPORTANT: Please submit your quotation/s in SEALED ENVELOPE/S on/before Jan. 25, 2022 at exactly 10:00 AM at the DILG Regional Office 12, Regional Center, Brgy. Carpenter Hill, Koronadal City | | | | | |

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|----------|--|----------------|--|
| 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.