



<b>MODE OF PROCUREMENT:</b>	Negotiated Procurement- Small Value Procurement (SVP)	RFQ No. :	SVP 2022-05-073
Name of Procuring Entity:	DILG REGION XII	Date:	25 May 2022
Office/End User:	RBAC		

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:**
- |   |  |
|---|--|
| 1. Bidders shall provide correct and accurate information required in this form.<br>2. Bidders may quote for any or all items.<br>3. Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.<br>4. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.<br>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. | 6. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).<br>7. The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.<br>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.<br>9. Price quotation(s) must be valid for a period of 60 calendar days from the date of submission. |
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<b>APPROVED BUDGET FOR THE CONTRACT (ABC):</b> <b>PHP 44,200.00</b>	 <b>LAILYN A. ORTIZ, CESO V</b> Assistant Regional Director/RBAC Chairperson
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ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT PRICE	TOTAL PRICE	COMPLIANCE WITH TECHNICAL SPECIFICATIONS (PLEASE CHECK)		REMARKS
					YES	NO	
1	<b>RBAC Training/Orientation and other procurement related activities for CY 2022</b>  1. Suppliers' Conference 1st Semester and 2nd Semester on June, 17, 2022 & December 7, 2022  2. Training/Orientation on RA 9184 and other PhilGEPS related activities on June 20, 2022  3. Pre-procurement Workshop on June 29, 2022						
	Open to all qualified bidders						
	Food must be delivered to DILG XII Regional Office (Lunch - 11:30 AM and Pm Snacks - 2:30 PM )				[ ]	[ ]	
					[ ]	[ ]	
2	<b>Meals / Catering:</b>						
	<b>June 17, 2022 (Friday)</b>						
	Lunch	26 pax			[ ]	[ ]	
	Pm Snacks	26 pax			[ ]	[ ]	
	<b>June 20, 2022 (Monday)</b>						
	Lunch	26 pax			[ ]	[ ]	
	Pm Snacks	26 pax			[ ]	[ ]	
	<b>June 29, 2022 (Wednesday)</b>						
	Lunch	26 pax			[ ]	[ ]	



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  - 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.

<b>APPROVED BUDGET FOR THE CONTRACT (ABC):</b>	<b>PHP 44,200.00</b>	<b>LAILYN A. ORTIZ, CESO V</b> Assistant Regional Director/RBAC Chairperson
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Pm Snacks	26 pax			[ ]	[ ]
<b>December 7, 2022 (Wednesday)</b>					
Lunch	26 pax			[ ]	[ ]
Pm Snacks	26 pax			[ ]	[ ]
3 <b>Other Services/Requirements:</b>		<b>Total :</b>			
With standby personnel/staff 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 \*\*\*\*\*

<b>OFFERED RATE PROPOSAL:</b>					
<b>Note:</b>					
<b>*In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal the following eligibility requirements:</b>					
Annual Income Tax Return (ITR) FY. 2020 (for those who do not have Business Permit for 2022 yet)				[ ]	[ ]
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				[ ]	[ ]
<b>IMPORTANT:</b> Please submit your quotation/s in SEALED ENVELOPE/S on/before <u>May 30, 2022</u> at exactly <b>10:00 AM</b> at the DILG Regional Office 12, Regional Center, Brgy. Carpenter Hill, Koronadal City					



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<b>APPROVED BUDGET FOR THE CONTRACT (ABC):</b>	
<b>PHP 44,200.00</b>	 <b>LAILYN A. ORTIZ, CESO V</b> Assistant Regional Director/RBAC Chairperson

For further inquiries or clarifications, you may contact <b>Ms. Karen Grace A. Mohinog</b> or <b>Ms. Cheeza Mirasol</b> at telephone numbers (083)228-1421 or (083) 228-7960 or email address at mail@region12.dilg.gov.ph and <b>dilgro12rbacsecretariat@gmail.com</b> .					
*Pursuant to Department Circular No. 2020-26 on the Guidelines on the Allocation of Funds for Meals and Snacks for in-house activities shall not exceed to the following rates (Meals: <b>Php 350.00</b> and Snacks: <b>Php 75.00</b> )					

Warranty		Price Validity	
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**After having carefully read and accepted your General Conditions, I/WE quote on the item(s) at prices noted above.**

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Printed Name/Signature/Date

\_\_\_\_\_

Tel. No./Cellphone No.