



Republic of the Philippines  
Department of Education  
Region X – Northern Mindanao  
**DIVISION OF OZAMIZ CITY**



City of Ozamiz  
IBJT Compound, Carangan, Ozamiz City  
Telephone (088) 545-0988 Fax No. (088) 545-0990  
Website: www.ozamiz.deped.gov.ph/ Email: ozamiz.city@deped.gov.ph

**REQUEST FOR QUOTATION**

|                          |   |                 |               |
|--------------------------|---|-----------------|---------------|
| <b>Procuring Entity:</b> | DepED, Division of Ozamiz City  | <b>RFQ No.:</b> | JUL24-119     |
| <b>Office/End-User:</b>  | SGOD-SHS  | <b>PR No.</b>   | 2024-07-119   |
| <b>Purpose:</b>          | SBFP Milk Feeding Program Regular Feeding Program Implementation for SY 2024-2025 | <b>Date:</b>    | July 10, 2024 |

**TERMS and CONDITIONS:**

- All entries must be typewritten or legibly written. Any overwriting, erasures must be initialed by the Bidder.
- Delivery period is for 43 feeding days and delivered goods/services must be in accordance to accepted offer of the bidder. Specific delivery schedule and specific Drop-off points will be reflected in the contract.**
- Avoid quoting if stocks are not available within the period stipulated.
- Price Quotation/s shall be inclusive of all taxes, charges or fees.
- Warranty security shall be for a minimum of **three (3) months for expendable supplies and 1 year for non-expendable supplies** from date of acceptance by the end-user.
- Price validity shall be for a period of Forty Five (45) calendar days.
- Bidders shall submit original brochures showing certifications of the product, if applicable.
- Failure to print name and/or signature of authorized representative shall disqualify the supplier from participating the bidding process.
- Delivered goods shall be inspected upon the date/period stipulated and shall be acknowledged to conform the compliance with the technical specifications.
- Failure to deliver within the stipulated delivery period shall subject the supplier to a penalty or liquidated damages of 1/10 1% per day of delay on items not delivered.
- Quotations submitted must be **sealed**.
- Payment shall be made after the delivery/activity and upon the submission of the required document/s such as: Order slip/Billing Statement by the supplier. Our servicing bank: Development Bank of the Philippines shall credit the amount due to the bank account of the supplier/contractor. **Please take note that corresponding bank transfer fees, if any, shall be chargeable to the account of the supplier/contractor.**
- Procuring Entity may terminate and contract anytime in accordance with the grounds provided under R.A 9184 and its 2016 revised IRR.
- The RFQ, Purchase Order and other related documents for the above-stated projects shall be deemed to form part of the contract.

**Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated above and submit/email your quotation duly signed by your representative not later than July 15, 2024 at 2:00 PM.**

Very truly yours,

**DIONESIO L. LIWAGON, JR., CESE**

ASDS/BAC Chair

| <b>Company Name:</b>        |       |      |  |                     |   |            |             |
|-----------------------------|-------|------|--|---------------------|---|------------|-------------|
| <b>Address:</b>             |       |      |  |                     |   |            |             |
| <b>PhilGEPS Reg. Number</b> |       |      |  |                     |   |            |             |
| Item No.                    | QTY   | Unit | Items and Description  | ABC                 | Bidder's Brand/Model and Specifications | Unit Price | Total Price |
| 1                           | 63683 | pack | Milk Feeding Component Pasteurized Milk (Frozen, unflavored fresh milk 200ml pouch)  | 21.00               |   |            |             |
|                             |       |      | ***Please see attached file for the specifications and checklist   |                     |   |            |             |
|                             |       |      | NOTE: Activity Schedule will be from August 19, 2024 to October 16, 2024 (Week 1 to 9) = delivery time from 6:00 a.m. – 8:00 a.m. every Mondays to the specified Drop-offs |                     |   |            |             |
|                             |       |      | *** Nothing Follows ***  |                     |   |            |             |
| <b>TOTAL</b>                |       |      |  | <b>1,337,343.00</b> |   |            |             |

After having carefully read and accepted your General Conditions, I / We quote you on the item(s) at prices noted above.

**Note: Please see attached documents for specifications and checklist**

\_\_\_\_\_  
Signature Over Printed Name / Date

\_\_\_\_\_  
Contract Number/Email Address

## Annex A Revised Milk Technical Specifications

| Type of Food  | <b>Pasteurized Milk</b>   |                            |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
|---|---|----------------------------|-------------|----------------------------|--------|---------------------|---------|---------------|-----------|--------------|---------------|--------------|---------------------|----------------|---------------|------------|-------|----------------|---------|-------------------|
| Serving Size  | 200ml or 1 liter (for decision of the End-user)   |                            |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
| Flavor  | May be flavored or non-flavored (for decision of the End-user)  |                            |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
| Quality   | Milk should be received in good condition, not expired, no signs of spoilage, not curdled, not slimy, and no sour smell. It should be delivered frozen or with ice.   |                            |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
| Packaging   | <ul style="list-style-type: none"> <li>Individually packed in food-grade polyethylene pouches or High-Density Polyethylene (HDPE), Polyethylene Terephthalate (PET) bottles, or gable top</li> <li>Should indicate the Batch and Lot numbers</li> <li>The packaging must clearly and readably indicate the Manufacturing Date and the Expiration Date.</li> <li>If possible, there must be an imprinted sign per pack which indicates <b>"NOT FOR SALE"</b>.</li> </ul>   |                            |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
| Expiration  | The expiration date should be a week (7 days) from the date of delivery.  |                            |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
| Nutritional Content   | <table border="1"> <thead> <tr> <th>Particulars</th> <th>Minimum Amount Per Serving</th> </tr> </thead> <tbody> <tr> <td>Energy</td> <td><b>140-180 kcal</b></td> </tr> <tr> <td>Protein</td> <td><b>4-10 g</b></td> </tr> <tr> <td>Total Fat</td> <td><b>3-7 g</b></td> </tr> <tr> <td>Saturated Fat</td> <td><b>3-4 g</b></td> </tr> <tr> <td>Total Carbohydrates</td> <td><b>15-27 g</b></td> </tr> <tr> <td>Dietary Fiber</td> <td><b>0 g</b></td> </tr> <tr> <td>Sugar</td> <td><b>15-27 g</b></td> </tr> <tr> <td>Calcium</td> <td><b>220-480 mg</b></td> </tr> </tbody> </table> |                            | Particulars | Minimum Amount Per Serving | Energy | <b>140-180 kcal</b> | Protein | <b>4-10 g</b> | Total Fat | <b>3-7 g</b> | Saturated Fat | <b>3-4 g</b> | Total Carbohydrates | <b>15-27 g</b> | Dietary Fiber | <b>0 g</b> | Sugar | <b>15-27 g</b> | Calcium | <b>220-480 mg</b> |
|   | Particulars   | Minimum Amount Per Serving |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
|   | Energy  | <b>140-180 kcal</b>        |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
|   | Protein   | <b>4-10 g</b>              |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
|   | Total Fat   | <b>3-7 g</b>               |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
|   | Saturated Fat   | <b>3-4 g</b>               |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
|   | Total Carbohydrates   | <b>15-27 g</b>             |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
|   | Dietary Fiber   | <b>0 g</b>                 |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
|   | Sugar   | <b>15-27 g</b>             |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
|   | Calcium   | <b>220-480 mg</b>          |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
| Energy, Protein, Carbohydrates and Fats must be expressed in or rounded off to whole numbers, but not in any way lower than the minimum amount as stated above. |   |                            |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
| Delivery Schedule   | (to be supplied by the End-user)  |                            |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |
| Drop-off Points   | (to be supplied by the End-user; one or two drop-off point per school district/SDO)   |                            |             |                            |        |                     |         |               |           |              |               |              |                     |                |               |            |       |                |         |                   |

\*Provide samples for sensory evaluation and acceptability test.

# Checklist of Technical and Financial Documents

## I. TECHNICAL COMPONENT ENVELOPE

### *Class "A" Documents*

#### Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) **in accordance with Section 8.5.2 of the IRR;**

#### Technical Documents

- (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission **or** Original copy of Notarized Bid Securing Declaration; **and**
- (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (f) Original duly signed Omnibus Sworn Statement (OSS) **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

#### Financial Documents

- (g) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) **or** A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

### *Class "B" Documents*

- (h) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence **or** duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

## II. FINANCIAL COMPONENT ENVELOPE

- (i) Original of duly signed and accomplished Financial Bid Form; **and**
- (j) Original of duly signed and accomplished Price Schedule(s).

#### Other documentary requirements under RA No. 9184 (as applicable)

- (k) [For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos] Certification from the relevant government office of their country stating that Filipinos are allowed to participate in

- (1) government procurement activities for the same item or product.
- (1) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.