



## REQUEST FOR QUOTATION

RFQ No.: 2025-12-091

Date : \_\_\_\_\_

Name of Company/Shop/Store : \_\_\_\_\_  
 Name of Authorized Representative : \_\_\_\_\_  
 Contact Number : \_\_\_\_\_

1. The **BuCor-Davao Prison and Penal Farm (DPPF)** through its **Bids and Awards Committee (BAC)** invites interested bidders to submit a quotation/proposal with the Approved Budget for the Contract (ABC) in the amount of **PHILIPPINE PESO ONE MILLION ONE HUNDRED NINETY THOUSAND ONLY (PHP 1,190,000.00)** inclusive of applicable tax for the procurement of the item below:

PR Number	Item Description
<b>2025-11-0125</b>	<b>SUPPLY AND DELIVERY OF HOLIDAY GIVEAWAYS FOR DPPF PERSONNEL CY 2025</b>

2. Procurement shall be conducted through **SMALL VALUE PROCUREMENT under Section 34 as prescribed under Rule IV - Modes of Procurement of The Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 12009, otherwise known as the "New Government Procurement Act"**.
3. The quotation must be duly signed by the bidder and must be submitted at the *BAC Office, Administrative Building, Davao Prison and Penal Farm, B.E Dujali, Davao del Norte* or by email at [bacdppf@bucor.gov.ph](mailto:bacdppf@bucor.gov.ph). *The quotations shall be received not later than **DEC. 9, 2025 @ 1:55PM.***
4. **The bidder must submit a copy of the following documents, together with the proposal, to ensure that the said bidder is technically, legally, and financially capable to undertake the proposed project:**
- **Valid and current Mayor's/Business Permit;**
  - **PhilGEPS Registration Number to be indicated in RFQ Form;**
  - **Duly Notarized Omnibus Sworn Statement (for ABC above 50,000.00)**
  - **Valid and Current Income Business Tax Return (for ABC above 500,000.00)**
5. **DPPF** reserves the right to waive any formality in the responses to the eligibility requirements and to this invitation. DPPF further reserves the right to reject all proposals, or declare a failure of small value procurement, or not award the contract, and makes no assurance that the contract shall be entered into as a result of this invitation without thereby incurring any liability to the affected bidder or bidders in accordance with R.A. No. 9184 and its Implementing Rules and Regulations.
6. For any clarification, you may contact the *BAC Secretariat* at mobile no. **0917-180-4862** or email at [bacdppf@bucor.gov.ph](mailto:bacdppf@bucor.gov.ph)

(SGD)  
**CSUPT DIVINA S CAMIÑA**  
*BAC Chairperson*

## TERMS AND CONDITIONS

- Bidders shall provide the **correct and accurate information** required in this form.
- Payment Term: \_\_\_\_\_
- Price proposal must be valid for the period of **thirty (30) calendar days** from the date of submission.
- Price proposal to be denominated in **Philippine Peso (PhP)**, include all taxes and duties and/or levies payable.
- Proposals exceeding the ABC per lot shall be automatically rejected.
- The **award of the contract** shall be made to the **LOWEST CALCULATED AND RESPONSIVE PROPOSAL** per lot, 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 initiated by the bidder or any of his/her duly authorized representative/s.
- Liquidated damages equivalent to one-tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. DPPF shall rescind the contract once the cumulative





**BUREAU OF CORRECTIONS  
 DAVAO PRISON AND PENAL FARM**

Braulio E. Dujali, Davao del Norte, 8106



amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open.

**RFQ FORM**

Date: \_\_\_\_\_

**The Bids and Awards Committee**  
**DAVAO PRISON AND PENAL FARM**  
 Braulio E. Dujali, Davao del Norte, 8106

Sir/Madam:

After having carefully read and accepted the project requirements, I/we submit our proposal for the item as follows:

<b>Approved Budget of the Contract (ABC):</b> <b>PHILIPPINE PESO ONE MILLION ONE HUNDRED NINETY THOUSAND ONLY (PHP 1,190,000.00)</b>	<b>Contract Period:</b> <b>15 DAYS</b>
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ITEM NO.	UNIT	ITEM/S DESCRIPTION	QTY	State of Compliance		Bidder's Offer		
				YES	NO	Brand Name, Model, and Other Remarks	Unit Price	Total Amount
1.	SET	<p><b>PREMIUM HAM, PRE-SLICED W/ SPARKLING RED GRAPE JUICE (750ML)</b></p> <p><b>1,125 PCS PORK, PREMIUM HAM, PRE-SLICED, ESTIMATED 1KL PER PIECE, WITH HOLIDAY BAG AND SAUCE PER HAM</b></p> <p><b>65 PCS CHICKEN, PREMIUM HAM, PRE-SLICED, ESTIMATED 1KL PER PIECE (MUST BE CERTIFIED HALAL) WITH HOLIDAY BAG AND SAUCE PER HAM</b></p> <p><b>1,190 BOTTLES SPARKLING RED GRAPE JUICE (750ML)</b></p> <p><b>TERMS &amp; CONDITIONS:</b></p> <ul style="list-style-type: none"> <li>✓ HAM BRAND MUST BE IN THE MARKET FOR THE LAST FIVE (5) YEARS.</li> <li>✓ STORE MUST BE WITHIN 70KM RADIUS FROM DPPF.</li> </ul>	1,190					

<b>(Total) Amount offered in Figures:</b>	<b>₱</b>
<b>(Total) Amount offered in Words:</b>	<b>PHILIPPINE PESO</b>

The above-quoted price is **inclusive of all costs and applicable taxes.**

Very truly yours,

Signature	
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**BUREAU OF CORRECTIONS**  
**DAVAO PRISON AND PENAL FARM**  
 Braulio E. Dujali, Davao del Norte, 8106



Printed Name <sup>1</sup>	
Email Address	
Date	
CompanyName	
Contact Number	
PHILGEPS Registration Number	
TIN	



**WARNING**

**SCAM  
ALERT**

**PLEASE BE AWARE OF SCAMMERS!  
 CERTAIN INDIVIDUALS ARE  
 INSTIGATING FRAUDULENT SCHEMES  
 TO DPPF-BAC WINNING BIDDERS UNDER  
 THE PRETENSE OF RAISING FUNDS FOR  
 OUR CONFINED PDL, WHILE USING THE  
 NAMES OF DPPF OFFICIALS.**

<sup>1</sup> Authorized Representative must submit a Secretary’s Certificate for Corporation or Special Power of Attorney for Sole Proprietorship or Partnership stating s/he is authorized to sign, execute, deliver, all documents and amendments thereto, including but not limited to forms, statements, undertakings, declarations, and estimates necessary or relating to the Company’s participation in the Project. Moreover, receive any and all notices, communication and information pertaining to the Project; and execute and perform any and all acts necessary or appropriate to submit the bid and participate in the Project, and to sign and execute the ensuing contract for the Project. Likewise, to discourage middleman, the authorized representative has to show proof of employment to the company s/he is representing for at least three (3) years.

