



REPUBLIC OF THE PHILIPPINES  
COMMISSION ON HUMAN RIGHTS

REQUEST FOR QUOTATION

10 September 2020

Sir / Madam:

*Greetings from the Commission on Human Rights!*

The Commission on Human Rights (CHR), through its Bids and Awards Committee for Goods and Services (BAC-GS), intends to procure **Supply and Delivery of Assorted Food Items and Hygiene Supplies** through Section 53.9 Negotiated Procurement – Small Value Procurement of the Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184 with an Approved Budget for the Contract (ABC) of **Ninety Thousand Pesos (PhP90,000.00)** under the approved 2020 CHR fund pursuant to its Annual Procurement Plan (APP).

The detailed technical specifications are as follows:

**For Monitoring the Rights of CICL and CDL - Letter Writing and Arts (100 pax)**

Qty	Unit	Item	Description
100	pack	Biscuit	Chocolate, Strawberry, Mocha or Milk flavored Biscuit; pack of 10's or 12s
100	pack	Milk Chocolate	25-50 pieces per pack; 100-150 grams per pack
100	piece	Toothbrush	Medium Toothbrush with Cap
100	piece	Tooth Paste	Anti-Cavity, Anti-Tooth Decay or Whitening Toothpaste; Mint, Menthol or Fresh Cool Flavor; 20-50 ml
600	sachet	Shampoo	Menthol, Flowery or Fruity scent Shampoo; 10-15 ML sachet of 6s
100	piece	Soap	Anti-Bacterial or Germicidal; Bath, Body or Bar Soap; 60-125 grams
4	boxes	Face Mask	3-ply Disposable or Breathable, Protective Surgical Mask; Non-Woven Fabric/Material; Light weight and Waterproof face mask (50 pcs. per box)
100	piece	Face Towel	Cotton, White and Square shape Face Towel
100	piece	Eco Bag	Sando / Non-Woven Eco Bag; Color: Blue or Pink; Medium sized eco bag; 29x50x14 cm

**For Monitoring the Situation of Children of PDLs – Focus Group Discussion / Key Informant Interview (50 pax)**

Qty.	Unit	Item	Description
50	pack	Rice	Local milled rice, 2 kilograms per pack
50	piece	Corned Beef	Made with Pure Beef; Halal; Easy open can; 100-175 grams
50	piece	Beef Loaf	Made with Pure Beef; Halal; Easy open can; 100-250 grams

50	piece	Tuna	<i>Tuna Flakes; Adobo or Mechado or Caldereta or Afritada flavored tuna; Easy open can; 150-180 grams</i>
50	pack	Biscuit	<i>Chocolate, Strawberry, Mocha or Milk flavored Biscuit; pack of 10's or 12s</i>
50	pack	Milk Chocolate	<i>25-50 pieces per pack; 100-150 grams per pack</i>
300	sachet	Shampoo	<i>Menthol, Flowery or Fruity scent Shampoo; 10-15 ML sachet of 6s</i>
50	piece	Soap	<i>Anti-Bacterial or Germicidal; Bath, Body or Bar Soap; 60-125 grams</i>
50	bottle	Alcohol	<i>Bottle of Ethyl or Isopropyl Alcohol; 70% Solution; 150-250 ml</i>
50	piece	Face Towel	<i>Cotton, White and Square shape Face Towel</i>
50	piece	Eco Bag	<i>Sando / Non-Woven Eco Bag; Color: Blue or Pink; Medium sized eco bag; 29x50x14 cm</i>

**For the Sectoral Monitoring – Focus Group Discussion with Lumad Children (100 pax)**

Qty.	Unit	Item	Description
100	pack	Rice	<i>Local milled rice, 2 kilograms per pack</i>
100	piece	Corned Beef	<i>Made with Pure Beef; Halal; Easy open can; 100-175 grams</i>
100	piece	Beef Loaf	<i>Made with Pure Beef; Halal; Easy open can; 100-250 grams</i>
100	piece	Tuna	<i>Tuna Flakes; Adobo or Mechado or Caldereta or Afritada flavored tuna; Easy open can; 150-180 grams</i>
100	pack	Biscuit	<i>Chocolate, Strawberry, Mocha or Milk flavored Biscuit; pack of 10's or 12s</i>
100	pack	Milk Chocolate	<i>25-50 pieces per pack; 100-150 grams per pack</i>
600	sachet	Shampoo	<i>Menthol, Flowery or Fruity scent Shampoo; 10-15 ML sachet of 6s</i>
100	piece	Soap	<i>Anti-Bacterial or Germicidal; Bath, Body or Bar Soap; 60-125 grams</i>
100	bottle	Alcohol	<i>Bottle of Ethyl or Isopropyl Alcohol; 70% Solution; 150-250 ML</i>
100	piece	Face Towel	<i>Cotton, White and Square shape Face Towel</i>
100	piece	Eco Bag	<i>Sando / Non-Woven Eco Bag; Color: Blue or Pink; Medium sized eco bag; 29x50x14 cm</i>

**Your quotation/proposal must be submitted with the attached reply slip on or before 10:00 AM of September 15, 2020** in a sealed bid envelope at the 3<sup>rd</sup> Floor, Procurement Division, CHR Central Office, SAAC Building, U.P. Complex, Commonwealth Avenue, Diliman, Quezon City or through email address [procurement.chr@gmail.com](mailto:procurement.chr@gmail.com).

Should you have concerns, you may contact the Procurement Division at telefax no. 8936-6107 or at the email address written above.

The CHR reserves the right to reject any and all quotations/bids, to annul the procurement process, declare a failure of bidding, to reject all quotations/bids at any time prior to contract award, or not to award the contract, without thereby incurring any liability to the affected bidder/s, and to accept only the offer that is most advantageous to the Government pursuant to Sec. 41 of the 2016 Revised IRR of RA 9184.

Truly yours,

  
**MS. BABY CATHERINE B. CRUZ**  
 Chief Administrative Officer  
 Procurement Division

## REPLY SLIP

**PROCUREMENT : SUPPLY AND DELIVERY OF ASSORTED FOOD ITEMS & HYGIENE SUPPLIES**

**RFQ NO. : 2020-09-150**

September , 2020

**Ms. Baby Catherine B. Cruz**

Chief Administrative Officer

Procurement Division, Commission on Human Rights

3<sup>rd</sup> Floor, General Administrative Office

Procurement Division, SAAC Building,

U.P. Complex, Commonwealth Avenue,

Diliman, Quezon City

**Dear Ms. Cruz:**

This is to submit the attached bid quotation/proposal for the subject procurement with a total bid price of \_\_\_\_\_ **Pesos (PhP \_\_\_\_\_ .00)**, inclusive of all existing and appropriate government taxes and charges:

I hereby certify that the attached bid quotation/proposal is true and correct, and I accept the rights of the Commission on Human Rights, as the Procuring Entity, under Section 41 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Thank you.

Truly yours,

<i>Name of Bidder</i>	:	_____
<i>Authorized Representative</i>	:	_____
<i>Designation/Position</i>	:	_____
<i>Address</i>	:	_____
<i>Telephone No./Mobile No.</i>	:	_____
<i>Email address</i>	:	_____
<i>PhilGEPS Registration No. (Required)</i>	:	_____
<i>Tax Identification No.</i>	:	_____
<i>Land Bank of the Phil. Acct No. &amp; Name</i>	:	_____
<i>Signature</i>	:	_____