



Republic of the Philippines

National Authority for Child Care

Address: 4th Floor A.N.Y. Building, #38 Timog Avenue, Brgy. Laging Handa,
Quezon City, Metro-Manila

Tel no. 8726-45-68, Cellphone No. 09062086126

REQUEST FOR QUOTATION
RFQ-2022037

PROCUREMENT OF LEASE OF VENUE
TRAINING ON TECHNICAL WRITING CUM CASE
STUDY WRITING FOR SOCIAL WORKERS
LUZON CLUSTER A (FO I-III CAR)

The NACC, through the Finance and Administrative Division (FAD), intends to apply the sum of **TWO HUNDRED EIGHTY THOUSAND FIVE HUNDRED Pesos (PHP280,500.00) Only** as approved Agency Budget Ceiling (ABC).

Unit	Item Description	Quantity
PROCUREMENT OF LEASE OF VENUE TRAINING ON TECHNICAL WRITING CUM CASE STUDY WRITING FOR SOCIAL WORKERS LUZON CLASTER A (FO I-III CAR)		
	Preferred Location: Baguio City	
	Date of Activity: October 19-21, 2022	
	Time of Activity: 08:00AM – 5:00PM	
PAX	Board and Lodging (Live-in Participants 20pax) Room type: Triple /Twin-Sharing Check-in: October 19, 2022 / Check-out: October 21, 2022 Food and Venue for Live out participants (10pax) Pandemic Protocol NACC Training Team, Resource Speaker, Panelist and Secretariat (15pax) Check in: October 18, 2022 Check out: October 21, 2022	45
	INCLUSION: 1. Free use of conference room for maximum of 45 pax with stage set-up and standard floral arrangements 2. Complimentary use of standard conference equipment: at least 1 LCD projectors with screen, PA sound system, microphones (1 in rostrum and 4 floor microphones) 3. Preferably use of lapel for the speakers 4. Registration table with Chairs for 4 pax 5. Dedicated technician during the event 6. Complimentary welcome signage	
PAX	7. Complimentary Wi-Fi internet access during the whole event 8. Waived electrical charges for basic equipment 9. Corkage or handling fees if applicable 10. Parking passes 11. Free flowing of coffee/tea during training 12. Payment scheme / mode - NACC request send bill Date of Activity: October 19, 2022 Time of Activity: 8:00 AM – 5:00PM Food Service: Assisted Buffet Lunch, Snack, and Dinner TOTAL ABC: Php 280,500.00	45

REQUIRED DOCUMENTS

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages).
- (b) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
and
- (c) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).
- (d) BIR Certificate of registration.

POSTING DATE
October 12, 2022

DEADLINE
October 14, 2022

Certified Correct:


KATHERINE B. DELA CRUZ
Project Development Officer III

End User:

Approved by:



BAC Chairperson