

REQUEST FOR QUOTATION

RFQ No. 2025-025-R **NP-SVP-LOV**

Date: **February 27, 2025**

Company Name : _____
Company Address : _____
Contact Person : _____
Contact No. : _____
PhilGEPs Reg. No.: _____
Company TIN: _____

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be basis for non-compliance. Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect.

Please submit together with your bid quotation, your valid 1. Mayor's/Business Permit (CTC), 2. PhilGEPs Registration Number (CTC). The Certificate of Platinum Membership may be submitted in lieu of the Mayor's/Business Permit and PhilGEPs Registration Number, 3. Certified True Copy of Income/Business Tax Return (For SVP & Emergency Cases with ABC above P500K, 4. Original and Notarized Omnibus Sworn Statement (For SVP with ABCs above P50K & For All Emergency Cases) 5. Certified True Copy of BIR Certificate of Registration 2303

Please accomplish and submit this form together with Annex A and all the required documents to NACC-BAC Secretariat at 5th Floor #2 Chicago cor. Ermin Garcia Street, Barangay Pinagkaisahan, Cubao, Quezon City, 1111 or email to procurement@nacc.gov.ph not later than **5th of March 2025; 9:00am**. Quotations submitted to different email address(es) as stated above shall not be considered for evaluation.

Very truly yours


FERDINAND MARCELO
Administrative Officer V

Terms and Conditions:

- Award shall be made on per: Item Basis Total Quoted Price Lot Basis
- Quotation validity shall be **Sixty (60) calendar days from the deadline of submission of quotations.**
- Good/s shall be delivered within **15-30 c.d upon receipt of Notice to Proceed / Purchase Order**
- Place of Delivery: **RACCO 9 - Zamboanga Peninsula**
- Terms of Payment: **within 30-45 days upon completion of supporting documents.**
Payment through LDDAP-ADA (List of Due and Demandable Accounts Payable-Advise to Debit Account).
Account Name : _____ Account Number : _____
Bank Name : _____ Branch : _____
***Note: Non Land Bank of the Philippines accounts shall be charged a service fee.**
- Liquidated Damages/Penalty: **In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.**
- For goods, please indicate brand, model and country of origin.
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- Please indicate Warranty: _____
- In case of a tie, the contract shall be awarded to the supplier or service provider who first submitted its quotation.
- NOTE: "Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPs). You may visit the PhilGEPs website at www.philgeps.gov.ph and register for free."**


EMIL A. BALACNAO

BAC Secretariat

Tel. Nos. Trunkline: (02) 8726-4551; 8721-9711; 8726-4568;
(02) 8721-9782

(Signature over Printed Name)
Supplier

NATIONAL AUTHORITY FOR CHILD CARE

NOTE: "Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph to register."

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Item No.	Qty.	Unit	Purchaser's Specifications	Approved Budget for the Contract	Bidder's Specifications (Please fill out the detailed specifications in the space provided)	Unit Cost	Total Cost
			MEALS AND VENUE FOR THE REGIONAL MATCHING CONFERENCE - ZAMBOANGA CITY				
			DATE OF THE ACTIVITY: January to December, 2025				
			NO. OF PARTICIPANTS: 20 PAX Per Month				
			LOCATION				
			Within ZAMBOANGA CITY with free Parking Space Accessible to the Main Road				
			1 MEAL (LUNCH) 2 SNACKS (AM and PM) WITH				
	20	PAX	1 MEAL 2 SNACKS (AM and PM Snack) - January 2025	14,000.00			
	20	PAX	1 MEAL 2 SNACKS (AM and PM Snack) - February 2025	14,000.00			
	20	PAX	1 MEAL 2 SNACKS (AM and PM Snack) - March 2025	14,000.00			
	20	PAX	1 MEAL 2 SNACKS (AM and PM Snack) - April 2025	14,000.00			
	20	PAX	1 MEAL 2 SNACKS (AM and PM Snack) - May 2025	14,000.00			
	20	PAX	1 MEAL 2 SNACKS (AM and PM Snack) - June 2025	14,000.00			
	20	PAX	1 MEAL 2 SNACKS (AM and PM Snack) - July 2025	14,000.00			
	20	PAX	1 MEAL 2 SNACKS (AM and PM Snack) - August 2025	14,000.00			
	20	PAX	1 MEAL 2 SNACKS (AM and PM Snack) - September 2025	14,000.00			
	20	PAX	1 MEAL 2 SNACKS (AM and PM Snack) - October 2025	14,000.00			
	20	PAX	1 MEAL 2 SNACKS (AM and PM Snack) - November 2025	14,000.00			
	20	PAX	1 MEAL 2 SNACKS (AM and PM Snack) - December 2025	14,000.00			
			FUNCTION ROOM:				
			1. USE OF ONE (1) AIRCONDITIONED FUNCTION/CONFERENCE ROOM AND WILL START AT 7:00 AM OF THE ACTIVITY, AND GOOD FOR THE ABOVE PARTICIPANTS				
			2. FUNCTION ROOM MUST NOT HAVE PILLARS, IF ANY PILLARS MUST NOT OBSTRUCT THE PARTICIPANTS VIEW OF STAGE AND PROJECTORS				
			3. WITH FREE AMENITIES, SECRETARIAT AREA/TABLE				
			4. FREE USE OF AT LEAST 4PCS WIRELESS MICROPHONES WITH PC				
			5. FREE ACCESS TO WIFI WITHIN THE FUNCTION ROOMS				
			6. WITH AVAILABLE TECHNICAL STAFFS TO ASSIST THE TEAM				
			7. WITH FREE USE OF LCD PROJECTOR AND BIG SCREEN				

<p>8. THE FUNCTION ROOM SHOULD BE FLEXIBLE FOR BREAKOUT SESSIONS AND ALLOW EASY REARRANGEMENT OF TABLES AND CHAIRS.</p>	<p>CATERING SERVICES 1. GUARANTEED MEALS TO ALL PARTICIPANTS INCLUSIVE MEALS (WITH SOUP, DRINKS AND DESSERT/ MANAGED BUFFET (LUNCH, AM AND PM SNACKS) 2. MENU SHOULD BE FEASIBLE TO RELIGIOUS AND HEALTH REQUIREMENTS/CONSIDERATIONS (NO PORK) MAIN COURSE CONSISTING OF: ATLEAST 1 VARIANT OF VEGETABLE ATLEAST 1 VARIANT OF VEGETABLE ATLEAST 1 VARIANT OF FISH</p>	<p>OTHERS: 1. STRONG WIFI CONNECTION BOTH CONFERENCE ROOM AND ROOM ACCOMMODATION 2. PROVISION OF FREE FLOWING COFFEE/TEA/CHOCO OR MINTS 3. FREE USE OF HOTEL PERKS/AMENITIES: POOL, GYM, ETC. 4. STAFF OF THE HOTEL SHOULD BE FULLY VACCINATED OR HAVE BOOSTER SHOT (IF APPLICABLE)</p>	<p style="text-align: right;">P 168,000.00</p>	<p style="text-align: right;">GRAND TOTAL</p>
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PURPOSE : MEALS AND VENUE FOR THE REGIONAL MATCHING CONFERENCE - ZAMBOANGA CITY
 PR No. 2025-01-27
IMPORTANT : The winning bidder MUST SIGN the original copy of Purchase Order (P.O.) at NACC-Central Office, Procurement Management Unit. FAILURE to show up and sign the original P.O. means that the bidder is not interested and will be a ground for suspension or blacklisting in NACC's future biddings.

FERDINAND P. MARCELO
 Procurement Officer
 Trunkline: (02) 8726-4551; 8721-9711; 8726-4568;
 (02) 8726-9782

 (Signature over Printed Name)
 Supplier