

**NATIONAL AUTHORITY FOR CHILD CARE**  
#2 Chicago cor. Ermin Garcia Street, Barangay Pinagkaisahan, Cubao, Quezon City, 1111

**REQUEST FOR QUOTATION**

RFQ No. 2025-155    **NP-SVP**  
Date:                    **March 12, 2025**

Company Name : \_\_\_\_\_  
Company Address : \_\_\_\_\_  
Contact Person : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
PhilGEPS Reg. No.: \_\_\_\_\_  
Company TIN: \_\_\_\_\_

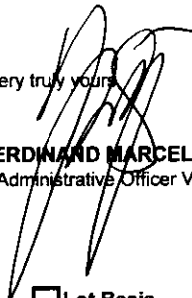
Sir/Madam:

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](mailto:procurement@nacc.gov.ph) not later than **17 of March 2025**. 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:**

1. Award shall be made on per:  Item Basis     Total Quoted Price     Lot Basis
2. Quotation validity shall be Sixty (60) calendar days from the deadline of submission of quotations.
3. Good/s shall be delivered within 15-30 calendar days upon receipt of Notice to Proceed
4. Place of Delivery: RACCO III - San Fernando, Pampanga
5. 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.**
6. 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.**
7. For goods, please indicate brand, model and country of origin.
8. In case of discrepancy between unit cost and total cost, unit cost shall prevail.
9. Please indicate Warranty: \_\_\_\_\_
10. In case of a tie, the contract shall be awarded to the supplier or service provider who first submitted its quotation.
11. **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](http://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

RFQ No.: 2025-155

Date: March 12, 2025

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Company Name : \_\_\_\_\_  
 Company Address : \_\_\_\_\_  
 Contact Person : \_\_\_\_\_  
 Contact No. : \_\_\_\_\_  
 PhilGEPS Reg. No. : \_\_\_\_\_  
 Company TIN : \_\_\_\_\_

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
			Office and Janitorial Supplies	38,782.00			
	6	gallon	ALCOHOL, Ethyl, 1 gallon				
	72	piece	SIGN PEN, Fine Tip, Black, 5mm				
	5	box	RUBBER BAND No. 18				
	6	can	AIR FRESHENER, aerosol type, fresh scent				
	2	piece	BROOM (Walis Tambo)				
	10	bottle	CLEANER, Toilet Bowl and Urinal				
	20	pouch	DETERGENT POWDER, all purpose				
	6	can	DISINFECTANT SPRAY, aerosol type				
	20	roll	TRASHBAG, XXL size, 10 pcs per roll				
	20	roll	TRASHBAG, Large size, 10 pcs per roll				
	3	unit	External Hard Drive, 1 TB				
	50	box	Staple wire, standard, #35				
	16	roll	TAPE, masking, 24mm				
	6	roll	TAPE, packaging, 48 mm				
	30	box	CLIP, backfold, 25mm, 12 pcs/box				
	30	box	CLIP, backfold, 32mm, 12 pcs/box				
	40	box	CLIP, backfold, 50mm, 12 pcs/box				
	35	box	Fastener, metal				
	10	piece	Record Book, 500 pages				
	10	can	Insecticide				
				P 38,782.00			
						GRAND TOTAL	

PURPOSE: Purchase of office and janitorial supplies of RACCO III for the period March-April for CY 2025

PR No. 2025-03-158

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 the bidder's future biddings.

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

\_\_\_\_\_  
 (Signature over Printed Name)  
 Supplier