

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."

RFQ No.: 2025-185  
Date: March 18, 2025

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
			<b>Title: Meals and Snacks for the conduct of Case conference on DAA, CDCLAA, and ACC</b> Location: Tuguegarao City Date of Activity: April 2025 to November 2025				
			A. FOOD based on the end user's MENU (Please see attached menu)				
15	PAX		April 2025- AM/PM Snacks, Lunch	10,500.00			
15	PAX		July 2025-AM/PM Snacks, Lunch	10,500.00			
15	PAX		September 2025- AM/PM Snacks, Lunch	10,500.00			
15	PAX		November 2025- AM/PM Snacks, Lunch	10,500.00			
			<b>B. Other Requirements by the end user</b>				
			1. Free delivery to RACCO 2 Office. Meals should be delivered 15 minutes before the required timeframe. Proper handling to ensure food safety and freshness upon arrival.				
			2. The end user will inform the supplier of the exact date 3 days before the scheduled date.				
			3. With complimentary coffee with creamer and sugar, nuts and candies.				
			4. Each meal will be individually packed/sealed properly. Eco-friendly, biodegradable, or recyclable packaging is preferred. Each meal should include appropriate utensils (fork, spoon). Napkins and wet wipes must be provided. Condiments, sauces, and seasonings should be included when necessary.				
				<b>P 42,000.00</b>		<b>GRAND TOTAL</b>	

PURPOSE: For the conduct of Case Conference on DAA, CDCLAA, and ACC

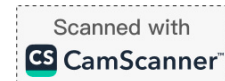
PR No. 2025-03-189

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.

*Ferdinando P. Marcelo*  
Ferdinando P. MARCELO  
Procurement Officer

Trunkline: (02) 8726-4578; 8721-9711; 8726-4568;  
(02) 8721-9782

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



REQUEST FOR QUOTATION

RFQ No. 2025-185 **NP-SVP**

Date: **March 18, 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 **24 of March 2025**. Quotations submitted to different email address(es) as stated above shall not be considered for evaluation.

Very truly yours,

*for*  
**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: within RACCO 2
- Terms of Payment: within 30-45 calendar 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 : \_\_\_\_\_  
BankName : \_\_\_\_\_ 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](http://www.philgeps.gov.ph) and register for free."

*EMIL A. BALACANAO*  
**EMIL A. BALACANAO**

BAC Secretariat

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

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