

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

REQUEST FOR QUOTATION

RFQ No. 2025-164-F **NP-SVP**

Date: **April 8, 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 **14th day of April 2025; 5:00PM**. 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/Purchase Order
4. Place of Delivery: RACCO 10 - Cagayan De Oro
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 : _____
BankName : _____ 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 and register for free."**


EMIL A. BALACANAO
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.: 2025-164-R

Date : April 8, 2025

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."

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 SUPPLIES							
	100	pc	sign pen, fine tip, black	2,400.00			
	5	pack	battery, dry cell, size AA	215.00			
	1	pack	battery, dry cell, size AAA	63.00			
	10	can	air freshener	2,850.00			
	1	pc	broom (walis tambo)	95.00			
	10	bot	cleaner, toilet bowl and urinal	1,700.00			
	10	plastic container	cleanser, scouring powder	750.00			
	10	pouch	detergent powder, all purpose	1,300.00			
	10	can	disinfectant spray	4,800.00			
	1	pc	dust pan	88.00			
	10	bot	hand soap liquid, 500ml	900.00			
	1	unit	mop bucket	3,800.00			
	1	kilo	rags	48.00			
	10	pack	scouring pad	500.00			
	30	roll/pack	trashbag, large size	1,980.00			
	30	roll/pack	trashbag, XL size	3,000.00			
	1	pc	philippine national flag	185.00			
	20	bot	glue, all purpose	1,040.00			
	30	box	stapler wire, standard	1,020.00			
	10	roll	tape, transparent, 24mm	190.00			
	20	box	clip, backfold, 25mm	480.00			
	40	box	clip, backfold, 32mm	2,160.00			
	90	box	clip, backfold, 50mm	8,640.00			
	15	pc	correction tape	375.00			
	1	pc	data file box	160.00			
	10	box	envelope, expanding, kraft	15,000.00			
	40	box	folder, pressboard (pink, red, green, kraft)	68,000.00			
	5	pc	marker, whiteboard marker	300.00			
	20	box	paper clip, vinyl/ plastic coated, 33mm	300.00			
	5	pad	notepad, stick-on, 50mmx76mm	90.00			
	5	pad	notepad, stick-on, 76mmx100mm	140.00			
	5	pad	notepad, stick-on, 76mmx76mm	110.00			
	80	ream	paper, multipurpose, a4, 80gsm	20,000.00			
	80	ream	paper, multipurpose, legal, 80gsm	22,400.00			

10	book	record book, 500 pages	1,200.00	
20	pack	tissue, interfolded paper towel	1,360.00	
nothing follows				
			P	167,639.00
			GRAND TOTAL	

PURPOSE : APP CSE 2025

PR No. 2025-03-167

IMPORTANT : The winning bidder MUST show 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 all of its future biddings.

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

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 (Signature over Printed Name)
 Supplier