

REQUEST FOR QUOTATION

RFQ No. 2025-229RR **NP-SVP**
Date: **June 23, 2025**

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

Sir/Madam:

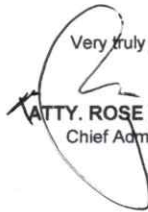
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be basis for non-compliance. Also, furnish us with descriptive brochures, catalogues, literatures and/or 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, 2. PhilGEPS Registration Number. The Certificate of Platinum Membership may be submitted in lieu of the Mayor's/Business Permit and PhilGEPS Registration Number, 3. 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. 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 **27th day of June 2025 10:00am**. Quotations submitted to different email address(es) as stated above shall not be considered for evaluation.

Very truly yours,


ATTY. ROSE MARY F. DE LEON
Chief Administration Officer

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 calendar days upon receipt of Notice to Proceed**
- Place of Delivery: **RACCO 5 - Legazpi City, Albay**
- 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. BALACANAO
Administrative Office IV

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

(Signature over Printed Name)
Supplier

NATIONAL AUTHORITY FOR CHILD CARE

Annex A

NOTE: "Prospective supplier must be registered at the Philippines 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 |
|----------|------|------|--|----------------------------------|---|-----------|------------|
| | | | PROCUREMENT OF CATERING SERVICES FOR THE REGIONAL MATCHING CONFERENCE | | | | |
| | | | Date of Activity: January to December 2025 | | | | |
| 1 | 32 | pax | Meals (AM / PM Snacks) | 4,800.00 | | | |
| 2 | 32 | pax | Meals (AM / PM Snacks) | 4,800.00 | | | |
| 3 | 32 | pax | Meals (AM / PM Snacks) | 4,800.00 | | | |
| 4 | 32 | pax | Meals (AM / PM Snacks) | 4,800.00 | | | |
| 5 | 32 | pax | Meals (AM / PM Snacks) | 4,800.00 | | | |
| 6 | 32 | pax | Meals (AM / PM Snacks) | 4,800.00 | | | |
| 7 | 32 | pax | Meals (AM / PM Snacks) | 4,800.00 | | | |
| 8 | 32 | pax | Meals (AM / PM Snacks) | 4,800.00 | | | |
| 9 | 32 | pax | Meals (AM / PM Snacks) | 4,800.00 | | | |
| 10 | 32 | pax | Meals (AM / PM Snacks) | 4,800.00 | | | |
| 11 | 32 | pax | Meals (AM / PM Snacks) | 4,800.00 | | | |
| 12 | 32 | pax | Meals (AM / PM Snacks) | 4,800.00 | | | |
| 13 | 32 | pax | Meals (AM / PM Snacks) | 4,800.00 | | | |
| 14 | 32 | pax | Meals (AM / PM Snacks) | 4,800.00 | | | |
| 15 | 32 | pax | Meals (AM / PM Snacks) | 4,800.00 | | | |
| | | | Note: Exact date will be coordinated before the activity | | | | |
| | | | Technical Specifications | | | | |
| | | | 1. Menu should be considerate to religious and health restrictions | | | | |

| | | | |
|--------------------------------------|----------------------|-------------|-------------|
| 2. with free bottled water and juice | ***Nothing follow*** | | |
| | | P 72,000.00 | GRAND TOTAL |

PURPOSE : **to provide during the conduct of Regional Matching Conference from January to December 2025**

PR No. **2025-03-233**

IMPORTANT : The winning bidder **MUST SIGN** the original copy of Purchase Order (P.O.) at NAAC-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 NAAC's future biddings.

EMIL A. BALACANAO

Procurement Officer

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(Signature over Printed Name)

Supplier

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