

REQUEST FOR QUOTATION

RFQ No. 2025-309 **NP-SVP**
Date: **June 2, 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 **6th 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,

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 calendar days upon receipt of Notice to Proceed/Purchase Order
- Place of Delivery: NACCC Central Office - Brgy. Pinagkaisahan Cubao, Quezon City
- 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.**
- 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
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 <small>(Please fill out the detailed specifications in the space provided)</small>	Unit Cost	Total Cost
1	LOT		PROCUREMENT OF GROCERY ITEMS (BOTTLED WATER, COFFEE POWDER, SUGAR AND CREAMER PACKET, PAPER CUPS AND PLATE, DISPOSABLE SPOON AND FOR, FACIAL TISSUE AND ASSORTED CANDIES				
80	case		BOTTLED WATER: 250g, 24 bottles per case, Pure and preserved mineral water, Expiration Date: 2027	29,040.00			
80	case		COFFEE POWDER 250g, Material: whole beans 100% Arabica beans, medium roast, Blended of Latin American beans roasting to a glistening, dark chestnut color Expiration Date: 2027	57,200.00			
50	pack		SUGAR PACKET Brown Sugar, 5grams per packet, 100pcs per pack, Expiration Date: 2027	8,525.00			
70	pack		CREAMER PACKET 5grams per packet, 48pcs per pack, Expiration Date: 2027	12,705.00			
100	pack		PAPER PLATE 10 inches silver coated, 25 pcs per pack,	10,084.00			
90	pack		DISPOSABLE SPOON 25 pcs per pack, Color: White 6 inch	8,580.60			
90	pack		DISPOSABLE FORK 25 pcs per pack, Color: White 6 inch	8,580.60			
60	pack		PAPER CUPS 12oz, 50 pieces per pack, Color: White	7,149.60			
100	box		FACIAL TISSUE unscented, 150 pulls	12,100.00			
130	pack		ASSORTED CANDIES Mentol 5 packs, Sweet Candies 50packs, Lollipop 30packs Expiration Date: 2027	15,254.20			
			Delivery Time: within 15-30 days upon receipt of Purchase Order (PO) or Notice to Proceed				
			Location : National Authority for Child Care #2 Chicago st., cor. Ermin Garcia Ave. Brgy. Pinagkaisahan, Cubao, Quezon City				
			Note: This is for the Month of JUNE to DECEMBER 2025				

