

REQUEST FOR QUOTATION

RFQ No. 2025-339R **SVP**
Date: **June 27, 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 1st day of July 2025; 5:00PM. 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 ADMINISTRATIVE 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/Purchase Order
- Place of Delivery: NACC CENTRAL OFFICE - 2 Chicago cor Ermin Garcia Sts. 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."**


CHARLES W. CORDOVILLA
PROCUREMENT OFFICER
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 (PHILGEPSS). You may visit the PHILGEPSS 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
			TECHNICAL SPECIFICATION				
	120	pcs	Long Expanding Envelope with Garter Color: Blue	2,550.00			
	120	pcs	Seminar Badge without Lanyard Color: Transparent Material: Plastic Outer Size: 105x74mm	2,520.00			
	120	pcs	ID Reel Buckle Type T-069 Color: Assorted	1,080.00			
	120	pcs	Spiral Notebook 80 Leaves Color: Blue	2,400.00			
	120	pcs	Black Ballpen Tip size: 0.5mm	1,200.00			
	120	boxes	Whiteboard Marker Box of 12 Color: Black	1,200.00			
	20	boxes	Permanent Marker Box of 12 Color: Black	9,400.00			
	25	packs	Construction Paper 20s Size: 9x12 inches Color: Red	750.00			
	25	packs	Construction Paper 20s Size: 9x12 inches Color: Blue	750.00			
	25	packs	Construction Paper 20s Size: 9x12 inches Color: Yellow	750.00			
	50	packs	Construction Paper 20s Size: 9x12 inches Color: Green	1,500.00			
	20	pcs	Manila Paper Size: 36"x48"	280.00			
	2	packs	Board Certificate Paper 100pcs Size: A4	1,160.00			
	120	pcs	Certificate Holder Size: A4	5,400.00			
	20	pcs	Masking Tape Size: 18x22mm Color: Cream	680.00			
	20	packs	Sticker Paper Size: A4 GSM: 80	1,100.00			

10	ream	Bond Paper Size: A4 70 GSM	2,700.00	
		Target date of delivery: Not later than July 7, 2025 at NACC Central Office, 2 Chicago cor Ermin Garcia Sis. Brgy Pinagkaisahan Cubao, Quezon City		
		Contact Number: 0975-456-4613 Contact Person: Mhike S. Palanca email: mpalanca@nacc.gov.ph ****nothing follows***		
			P 35,420.00	GRAND TOTAL

PURPOSE : Supplies for the conduct of Capacity Building for Social Worker and Foster Parent Handling Foster Children with Disabilities

PR No. **2025-06-346**

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.

CHARLES W. CORDOVILLA
Procurement Officer

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(Signature over Printed Name)
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