

REQUEST FOR QUOTATION

RFQ No. 2025-309RR **NP-SVP**
Date: **July 03, 2025**

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

Sir/Madam:

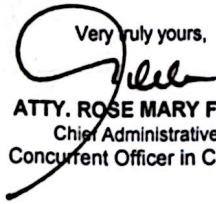
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be basis for non-compliance. Also, furnish us with descriptive brochures, catalogues, literatures and/or 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 8th day of July 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 Administrative Officer
Concurrent Officer in Charge, PMU

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 : _____
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."


JEFFERELLY L. VITUG
BAC Secretariat

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

(Signature over Printed Name)
Supplier

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 (Please fill out the detailed specifications in the space provided)	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				

		****nothing follows****			
			P	169,219.00	GRAND TOTAL

PURPOSE : **Bottled Water for OED, ODDAF, and ODDS, Coffee, sugar and creamer, assorted candies for Board Room and Multi-purpose Hall meetings. Disposable palate, spoon and fork, paper cups for events gathering**

PR No. 2025-05-313

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.

JEFFERELY CUS VILUG
 Procurement Officer
 Trunkline: (02) 8726-4561; 8721-9711; 8726-4568;
 (02) 8721-9782

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 (Signature over Printed Name)
 Supplier