



Republic of the Philippines
OFFICE OF THE PRESIDENT
NATIONAL COMMISSION ON MUSLIM FILIPINOS
BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Title: PROCUREMENT OF PRINTING SERVICE FOR THE CERTIFICATE OF TRIBAL MEMBERSHIP AND APPLICATION FORM		
RFQ No. 2018-064	Date: June 20, 2018	MOP: NP-SVP
Delivery Area: NCMF BER METRO MANILA	Deadline: June 25, 2018 ABC : P44,000.00	End-user: BER

Sir/Madam:

Please quote your lowest price on the item/s listed below, subject to the following General conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than the deadline by e-mail (ncmf.bac2016@gmail.com), fax (02-952-4875), or personal delivery.


DIMAPUNO A. DATU-RAMOS JR.
Director and Chairman, BAC

Terms and Conditions:

- Suppliers are required to submit their PhilGEPS Platinum Registration (2-3 pages). PhilGEPS Red Members must also submit copy of their Mayor's/Business Permit and Tax Registration.
- All entries must be typewritten/printed legibly and without alterations. If there is any same shall be initialed by authorized personnel. Failure to use this form will result to disqualification of your bid.
- Delivery period within FIVE (15) days from receipt of the P.O/Contract.
- Late submission of quotation shall not be accepted.
- Price validity shall be for a period of thirty (30) calendar days.
- Award of contract shall be made to lowest quotation, and complies with the specifications and other terms and conditions stated in the RFQ.
- The NCMF reserves the right to reject any or all bid proposals, or declares the bidding a failure, or not to award the contract, and makes no assurance that a contract shall be entered into as a result of this invitation.
- Terms of payment shall be made through check payable to the supplier.
- All quotations should be **inclusive** of VAT.

Item No.	ITEM & DESCRIPTION	UNIT	QTY	Budget Allocation	Price Quotation
1	Printing of Certificate of Tribal Membership with PERPO Paper: Book 60 Size: as per sample Color: full colors	ream	30	30,000.00	
2	RISO Application Form for Tribal Certificate Paper: Book 50 Size: as per sample Color:Black	ream	20	14,000.00	

After having carefully read and accepted your General Conditions. I/We quote you on the item at prices noted above.

Company Name/Signature over Printed Name of Authorized Representative

Telephone/Cellphone No. / E-mail address



Republic of the Philippines
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NATIONAL COMMISSION ON MUSLIM FILIPINOS

NCMF FORM: 002-2015

CERTIFICATE OF MUSLIM FILIPINO TRIBAL MEMBERSHIP

This is to certify that the person whose name, picture and signature appearing below requested for a verification of his / her Muslim Filipino Tribal Membership and the results are as follows:

CODE NUMBER	DATE ISSUED
FAMILY NAME	FIRST NAME
MIDDLE NAME	NAME OF SPOUSE
ADDRESS	DATE OF BIRTH
CITIZENSHIP	PLACE OF BIRTH
RELIGION	TRIBE
GENDER	PURPOSE
SIGNATURE	
BY:	

(NOT VALID WITHOUT A SEAL)



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PERSONAL COPY

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NCMF FORM: 001-2015
APPLICATION REQUEST FORM



Certificate of Muslim Filipino Tribal Affiliation			
Visa stamping	Passport	Identification	
Muslim Filipino Affiliation Identification Card			
Certificate of Confirmation of Scholarship for TEC			
Certificate of Translation of Arabic Document			
Certificate of Confirmation of Conversion to Islam			
Others :			

DATE FILED: _____

PERSONAL REFERENCE:

FIRST NAME

MIDDLE NAME

LAST NAME

Present address: _____

Provincial address: _____

Date of Birth: _____ Place of Birth: _____

Age: _____ Sex: _____ Religion: _____ Occupation: _____

Civil Status: _____ If married, Name of Spouse: _____

Tribe: _____ E-Mail Address: _____

EDUCATIONAL REFERENCE:

COURSE	NAME OF SCHOOL	YEAR ATTENDED	DEGREE EARNED
Elementary			
High School			
College			
Post Graduate			
Arabic			

PARENTS REFERENCE:

FATHER'S NAME:	MOTHER'S NAME:
Tribal Affiliation:	Tribal Affiliation:
Religion:	Religion:
Address:	Address:

Contact Person: _____ Relationship: _____

Address: _____ Contact Number: _____

APPLICANT'S SIGNATURE

CONTACT NUMBER (PHONE / CELLPHONE)

EVALUATOR'S REMARKS:

Evaluator's Name & Signature

PLEASE ATTACH THE FOLLOWING SUPPORTING DOCUMENTS:

1. CERTIFICATE OF TRIBAL AFFILIATION - for passport : copy of birth certificate (NSO) / for Visa stamping : copy of passport
2. AFFILIATION IDENTIFICATION CARD - Certificate of tribal affiliation or Certificate of confirmation of conversion to Islam
3. CERTIFICATE OF CONFIRMATION OF CONVERSION TO ISLAM - Certificate of conversion to Islam issued by an accredited Islamic Religious Organization
4. STUDENT SCHOLAR TRAVEL TAX EXEMPTION - scholarship grant / copy of passport