



Republic of the Philippines

OFFICE OF THE PRESIDENT

**NATIONAL COMMISSION ON MUSLIM FILIPINOS
BIDS AND AWARDS COMMITTEE**

Request for Quotation

PROJECT TITLE: PURCHASE OF SUPPLIES FOR ID PRINTING OF NCMF EMPLOYEES		Date: 29 March 2019
RFQ No. 2019-044	Location: Metro Manila	MOP: NP-SVP
TIN No.:	Business Permit No.:	End-User: Administrative Service

Sir/Madam:

Please quote your lowest price on the item/s listed below not later than **01 April 2019**, subject to the following General conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative by email (ncmf.bac2016@gmail.com), fax (02) 952 4875, or personal delivery.


DIMAPUNO A. DATU-RAMOS, JR.
BAC Chairman / BER Director IV

Terms and Conditions:

1. Suppliers are required to submit their **PhilGEPS Registration Certificate, Mayor's/Business Permit and Tax Registration.**
2. All entries must be typewritten/printed eligibly and without alterations. If there is any alteration same shall be initialed by authorized personnel. Failure to use this form will result to disqualification of your bid.
3. Delivery period within SEVEN (7) days from receipt of the Purchase Order/Contract.
4. Late submission of quotation shall not be accepted.
5. Price validity shall be for a period of sixty (60) calendar days.
6. Award of Contract shall be made to lowest quotation, and complies with the specifications and other terms and conditions stated in the RFQ.
7. 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.
8. The terms of payment shall be made through check payable to the supplier.
9. All quotations shall be inclusive of VAT.
- 10.

Item No.	ITEM & DESCRIPTION	UNIT	QTY	Budget Allocation	Price Quotation
1	LED Ring Light with Stand	piece	1	8,000.00	
2	External Hard Drive 1TB	piece	1	3,500.00	
3	Extension Cord Heavy Duty	box	2	1,500.00	
4	Pen Tablet	piece	1	14,000.00	

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

Printed Name and Signature:

Company Name:

PhilGEPS No.:

Contact No.:

Date Accomplished:

Canvassed by:

Printed Name and Signature