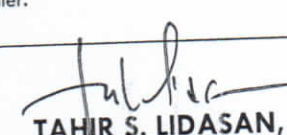




Republic of the Philippines
OFFICE OF THE PRESIDENT
NATIONAL COMMISSION ON MUSLIM FILIPINOS

BIDS AND AWARDS COMMITTEE
REQUEST FOR QUOTATION

Revised NCMF RFQ Form 2020

Mode of Procurement: Sec. 52.1(b) – Shopping	RFQ No. 2020-010
End-User: –Planning Service	Date: February 4, 2020
Title of Program: NCMF Roadmap 2022	
Please quote your lowest price for the items/s listed below not later than <u>10 FEB 2020</u> subject to the following General conditions, and submit your quotation duly signed by your representative by email (ncmf.bac2016@gmail.com) fax 8952-4875, or personal delivery.	
TERMS AND CONDITIONS:	
<ol style="list-style-type: none"> 1. In order to be eligible for this procurement, suppliers/service providers are required to submit together with the quotation the following: <u>PhilGEPS Registration Certificate/Number, Valid Mayor's /Business Permit, Tax Registration Certificate and Notarized Omnibus Sworn Statement.</u> 2. Late submission of quotation shall not be accepted. 3. Price validity shall be for a period of sixty (60) calendar days. 4. Award of contract shall be made to lowest quotation with complete requirements and complies with the specifications and other terms and conditions stated in the RFQ. 5. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s). 6. The NCMF reserves the right to reject any or all quotations/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. 7. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. 8. The terms of payment shall be made through check payable to the supplier. 9. All quotations shall be INCLUSIVE OF VAT. 	
Approved Budget for the Contract (ABC): Nineteen Thousand Four Hundred Pesos P 19,400.00	 TAHIR S. LIDASAN, JR., CESO II Chairman, Bids and Awards Committee

TECHNICAL SPECIFICATIONS	Comply/Not Comply
Office Supplies	
1. Notepad – Standard ruling; center margin line; 2 columns; board front and cover; size: 6" x 9" Qty: 50 pcs ABC/pc – P30.00	
2. Pen – ballpoint ink, needle point; ink- waterproof and high color intensity; ball diameter-0.5-0.7 mm; color transparent; cap-ventilate; writing color-black and blue; Qty: 50 pcs ABC/pc– P20.00	
3. Colored Ink – Category – ink printer; brand label –Epson; Type – C13T664400; Volume-70ml; color- Cyan, Magenta, Yellow, Black	

<p>4. Special Papers for Certificates – size – 210mm x 297mm; type- multipurpose; weight – 80gsm; Opacity- Fine translucent; Compatibility – Inkjet and laser; Qty: 30 packs ABC/pack- P100.00</p>	
<p>5. Marker – Type – whiteboard; Ink-black and blue; Brand label – printed in barrel; structure-snug fit cap; packaging-retail or 12 pcs per cap./// Type-Permanent; Ink-black and blue; brand label- printed in barrel; structure-snug fit cap; packaging-retail or 12 pcs per cap; tip-broad, felt; point- medium; Qty-50pcs ABC/pc – P50.00</p>	
<p>6. Certificate holder – orientation-landscape fold with printed lettering of event title in front; texture-hard bound with corner insertion slot; Qty – 50 pcs ABC/pc – P100.00</p>	
<p>7. Manila Paper-size- 24x36 in 150 lb; GSM- 45-90 Qty: 20 pcs ABC/pc- P20.00</p>	
<p>8. Metacard – thickness – 0.12 mm (min); basis weight-100gsm (min)packaging – 20 pcs of assorted colors per pack; non-bleed and non-blot – suitable for marking pen and ink drawing; assorted colors; Qty: 30 packs ABC/packs-P100.00</p>	
TOTAL LOWEST PRICE QUOTATION	
<p>After having carefully read and accepted your General Conditions, I/We quote on the item/s at price quoted above.</p> <p>_____</p> <p>Print Name/Signature/Date</p> <p>_____</p> <p style="text-align: center;">Address</p> <p>_____</p> <p style="text-align: center;">Tel. No./Cellphone /Email Address</p>	

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