

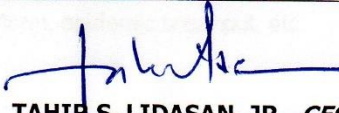


Republic of the Philippines  
OFFICE OF THE PRESIDENT  
NATIONAL COMMISSION ON MUSLIM FILIPINOS

**BIDS AND AWARDS COMMITTEE**  
**REQUEST FOR QUOTATION**

Revised NCMF RFQ Form 2020

Mode of Procurement: Small Value Procurement		RFQ No. 2020-053	
End-User: GASS		Date: October 15, 2020	
Title of Program: PROCUREMENT OF STEEL FILING CABINET			
<b>PR NO. 2020 -10-095</b>			
Please quote your lowest price for the items/s listed below not later than <b>October 22, 2020</b> subject to the following General conditions, and submit your quotation duly signed by your representative by email (ncmf.bac2016@gmail.com) or personal delivery.			
<b>TERMS AND CONDITIONS:</b>			
<ol style="list-style-type: none"><li>1. In order to be eligible for this procurement, suppliers/service providers are required to submit together with the quotation on or before the deadline the following: <b>Valid PhilGEPS Registration Certificate, Valid Mayor's/ Business Permit, Tax Registration Certificate, Latest Income/Business Tax and Notarized Omnibus Sworn Statement.</b></li><li>2. Late submission of quotation shall not be accepted.</li><li>3. Price validity shall be for a period of sixty (60) calendar days.</li><li>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.</li><li>5. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).</li><li>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.</li><li>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.</li><li>8. The terms of payment shall be made through check payable to the supplier.</li><li>9. All quotations shall be <b>INCLUSIVE OF VAT.</b></li></ol>			
<b>Item No.</b>	<b>Description</b>	<b>No. of Unit/s</b>	<b>ABC</b>
1	STEEL FILE CABINET	4	P 32,000.00
Place of Delivery: National Commission on Muslim Filipinos 79 Jocfer Bldg. Commonwealth Avenue, Diliman, Quezon City			

  
**TAHIR S. LIDASAN, JR., CESO II**  
Executive Director and BAC Chairman

	TECHNICAL SPECIFICATIONS	Comply/Not Comply
<b>STEEL FILE CABINET</b> (4 unit) ABC: P32,000.00		
	With Four (4) lateral type drawer	
	Fabricated in cold rolled sheets (CRS) gauge #22	
	Finish: Powder coated with anti-rust protection	
	Color: Gray or beige	
	With file divider per drawer	
	With built-in handle	
	With Cardholder	
	Centralized key lock	
	Approx. size: 52"H x 35.5"W x 18"D	
<p><b>1. Payment</b></p> <p>100% payment upon completion of delivery, installation and submission of invoice, delivery challan, proof of warranty and delivery receipts.</p> <p><b>2. Delivery</b></p> <p>15 days from the date of Notice to Proceed</p> <p>Any fee, cost, and permit related to the delivery of item will be the responsibility of the bidder.</p> <p><b>3. Warranty</b></p> <p>All items are covered by warranty period specified in the technical specifications.</p> <p><b>4. Penalty</b></p> <p>Failure to deliver item(s) within specified delivery period, shall authorize the Commission to impose penalty subject to procurement law.</p> <p><b>5. Force Majeure</b></p> <p>a. War, Strike, Riot, Flood, Earthquake, Storm, epidemic breakout, etc.  b. Any governmental priorities  c. Sabotage or omission of NCMF</p>		
<b>PRICE QUOTATION</b>		

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After having carefully read and accepted your General Conditions, I/We quote on the item/s at price quoted above.

\_\_\_\_\_  
Print Name/Signature/Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Tel. No./Cellphone /Email Address

RFQ NO. 2020-053  
STEEL FILE CABINET  
Page 3 of 3 pages

9