



Republic of the Philippines  
**OFFICE OF THE PRESIDENT**  
**NATIONAL COMMISSION ON MUSLIM FILIPINOS – SOUTH LUZON**  
2/F Fortunil Building, Manila East Road, Sitio Ilog Pugad, Brgy. San Juan, Taytay, Rizal

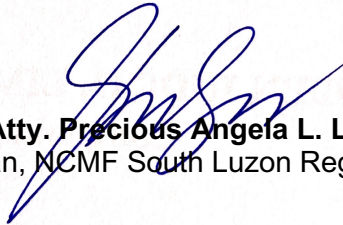
## BIDS AND AWARDS COMMITTEE

### REQUEST FOR QUOTATION No. 2021-10-001

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| <b>MODE OF PROCUREMENT</b>   | <b>Sec. 53.9 SMALL VALUE PROCUREMENT</b> |
| <b>End-User: NCMF SOUTH LUZON REGIONAL OFFICE</b>  | <b>Date: 14 October 2021</b>             |
| <b>Purpose: PROCUREMENT OF MODULAR PARTITIONING AND MATERIALS</b>  |  |
| Please quote your lowest price for the items/s listed below not later than <b>25 October 2021</b> subject to the following General conditions, and submit your quotations duly signed by your authorized representative by email through <b>bacsecretariat.ncmfsl@gmail.com</b> or personal delivery at the address stated above.  |  |
| <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 accomplish this RFQ and submit together with the quotation on or before the deadline the following documents: <b><u>Valid PhilGEPS Registration Certificate/Number, Valid Mayor's/ Business Permit, Tax Registration Certificate, Latest Income/Business Tax, and Notarized Revised Omnibus Sworn Statement.</u></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 the lowest quotation with complete requirements, and that which complies with the specifications and other terms and conditions stated in this Request for Quotation.</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-South Luzon reserves the right to reject any or all quotations, 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. <b>All quotations shall be <u>INCLUSIVE OF VAT.</u></b></li></ol> |  |

**Approved/Funded Purchase Request No. 2021-10-001 dated 05 October 2021**

| <b>LOT</b>  | <b>Description</b>   | <b>ABC</b>         | <b>Comply/Not Comply</b> | <b>QUOTATION PRICE</b> |
|---|--|--------------------|--------------------------|------------------------|
| 1   | Set of Modular partition with table, 100cm x 60cm (32 sets)<br>Executive Chair (2 units)<br>Office Chair, Black (20 units) | <b>P200,000.00</b> |                          |                        |
| <b>Approved Budget for the Contract: Two Hundred Thousand Pesos (Php200,000.00)</b> |  |                    |                          |                        |

  
**Atty. Precious Angela L. Lledo**  
Vice Chairman, NCMF South Luzon Regional Office BAC

1. Payment

100% payment upon completion of delivery, installation, and submission of invoice, delivery challan, proof of warranty, and delivery receipts.

2. Delivery/Place

Within 15 days from the date of Notice to Proceed; NCMF- South Luzon Office, 2<sup>nd</sup> Floor, Fortunil Building, Manila East Road, Sitio Ilog Pugad, Brgy. San Juan, Taytay, Rizal

Any fees, costs, and permits related to the delivery of item will be the responsibility of the bidder.

3. Warranty

All items are covered by warranty period specified in the technical specifications.

4. Penalty

Failure to deliver item(s) within specified delivery period, shall authorize the Commission to impose penalty subject to procurement law.

5. Force Majeure

- a. War, Strike, Riot, Flood, Earthquake, Storm, epidemic breakout, etc.
- b. Any governmental priorities
- c. Sabotage or omission of NCMF

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