



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


**REQUEST FOR QUOTATION No. 2022-049**

<b>Mode of Procurement: Lease of Real Property or Venue (Sec. 53.10)</b>	
<b>End-User: Planning Service</b>	<b>Date: 21 October 2022</b>
<b>Purpose: 1<sup>st</sup> National Development Summit</b>	
<b>PR No. 2022-10-0163</b>	
Please quote your lowest price for the items/s listed below not later than <b>28 October 2022</b> subject to the following General conditions, and submit your quotation duly signed by your representative by email: <a href="mailto:bacsecretariat@ncmf.gov.ph">bacsecretariat@ncmf.gov.ph</a> ; 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 accomplished the RFQ and submit on or before the deadline together with the following:               <ol style="list-style-type: none"> <li>a. <u>Valid PhilGEPS Registration Certificate/Number</u></li> <li>b. <u>Valid Mayor's/ Business Permit</u></li> <li>c. <u>Tax Registration Certificate</u></li> </ol> </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. <b>All quotations shall be <u>INCLUSIVE OF VAT</u></b></li> </ol>	

LOT	Description	Comply/Not Comply	ABC	Price Quotation
	Good for 200 pax Date of Event: 28-30 Nov. 2022 <b>Venue:</b> <ul style="list-style-type: none"> <li>• Within Pasay City</li> <li>• DOT accredited 4-5 star Hotel</li> <li>• Good for 200 pax with social distancing;</li> <li>• Elevated stage w/ 1 presidential table for 10 VIP guests with table nameplates in the morning session</li> <li>• In the afternoon session, a conference set-up where 4 presentable single couches for the Guest of Honors and Speakers.</li> <li>• Presidential Table is no longer needed in the afternoon</li> <li>• Chairs and table (8 pax per round table) for the 200 pax participants</li> </ul>		<b>P1,000,000.00</b>	

	<ul style="list-style-type: none"> <li>• Stable and fast Wi-Fi connection (at least 50Mbps);</li> <li>• Secretariat table situated in the entrance;</li> <li>• Chair for the Emcee at the back of the podium and 2 long table for the secretariat outside the venue</li> <li>• Separate podium for the resource speaker and Emcee;</li> <li>• Sound system compatible with US, external hard drive, etc.;</li> <li>• Audible/operational sound system;</li> <li>• 2 White screen for projectors at middle both sides of the venue;</li> <li>• LED screen wall at the plenary;</li> <li>• Waived electricity charges for the use of laptop and projectors;</li> <li>• 8-10 wireless microphones;</li> <li>• 2 podiums for the emcee and speakers, Philippine flag;</li> <li>• Power outlets and extra extension cords for computer aided workshop;</li> <li>• Free pencil/pen and paper for 200 pax;</li> <li>• Separate prayer area for male and female on November 29 (Event Proper);</li> </ul> <p><b>Room/Venue Accommodation:</b></p> <ul style="list-style-type: none"> <li>• 28 Nov. – 10 twin-sharing rooms for 20 pax w/ buffet breakfast (live-in);</li> <li>• 29-30 Nov. – 25 twin-sharing rooms for 50pax (live-in);</li> <li>• Nov. 30. – check out w/ complimentary breakfast (live-in)</li> <li>• 29 Nov- 200pax event venue</li> </ul> <p><b>Location and Accessibility:</b></p> <ul style="list-style-type: none"> <li>• Accessible to public utility vehicles, police, hospital, etc., in case of emergency</li> <li>• Can be easily navigated</li> </ul> <p><b>Amenities:</b></p> <ul style="list-style-type: none"> <li>• Air-conditioned;</li> <li>• With elevators;</li> <li>• Well-lighted rooms;</li> <li>• Free parking for the guests and organizers;</li> <li>• Free bottled water, candies, nuts in the plenary;</li> <li>• In-door pool and fitness center</li> </ul> <p><b>Food:</b></p> <ul style="list-style-type: none"> <li>• NO PORK, and no derivatives from pork, swine, ham, pig or porcine (STRICTLY HALAL);</li> <li>• 28 Nov. – buffet breakfast for 20pax;</li> <li>• 29 Nov. – AM/PM snacks, buffet lunch for 200 pax;</li> </ul>			
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	<ul style="list-style-type: none"> <li>• 29-30 Complimentary buffet breakfast for 50 live-in pax;</li> <li>• Overflowing brewed coffee and tea.</li> </ul> <p>Ambiance:</p> <ul style="list-style-type: none"> <li>• Free from outside noise. Able to focus during the entire duration of the activity;</li> </ul> <p>Mode of Payment:</p> <ul style="list-style-type: none"> <li>• Send bill arrangement payment thru LDDAP;</li> </ul>			
<p>APPROVED BUDGET FOR THE CONTRACT (ABC):</p> <p><b>ONE MILLION PESOS (P1,000,000.00)</b></p>				


22.597  
**TAHIR S. LIDASAN, JR., CESO II**  
 Chairman, BAC

<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Signature over Printed Name of Representative/Company
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Address
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> PhilGEPS Registration Number (Platinum/Red)
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Tel. No./Cellphone /Email Address

RFQ 2022-049 Provision of Meals and Function Room for 1<sup>ST</sup> National Development Summit