



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

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION No. 2023-007

Mode of Procurement: Section 53.10 LEASE OF VENUE AND ACCOMMODATION	
End-User: PLANNING SERVICE	Date: 13 February 2023
Purpose: NCMF STRATEGY REFRESH 2023-2028 (Venue and Accommodation with Meals)	
PR No.	Code:
Please quote your lowest price for the items/s listed below not later than 17 February 2023 subject to the following General conditions, and submit your quotation duly signed by your representative by email: bacsecretariat@ncmf.gov.ph ; 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 accomplished the RFQ and submit on or before the deadline together with the following: <ol style="list-style-type: none"> a. <u>Valid PhilGEPS Registration Certificate/Number</u> b. <u>Valid Mayor's/ Business Permit</u> c. <u>Tax Registration Certificate</u> d. <u>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 	

LOT	Description	Comply/Not Comply	ABC	Price Quotation
1	Date: March 12-15, 2023 Day of the event (Good for 60pax) Venue: Should have no columns/post in the middle that can distract both resource speakers and participants. -Chairs and table (Classroom Set-up/U-Shape Set-up) -Stable and fast Wi-Fi connection* at least 30-50 Mbps -Secretariat table must be		P400,000.00	



<p>situated in the entrance and there should be a separate table for the resource speaker.</p> <ul style="list-style-type: none"> -Sound System compatible with USB, external hard drive etc. -Audible/operational sound system*White Screen for projectors* -Waived electricity charges for the use of laptop and projectors* -8-10 Microphones -Podium and Philippine Flag -Power outlets and extra extension cord for computer aided workshop -Free pencil and paper -Separate table for the Resource Speaker (In front) and Secretariat (at the back) for registration -Separate Prayer Area for Male and Female* -2 additional small rooms good for 20 pax for Breakout sessions on March 14, 2023 from 10:00am to 5:00pm) 			
<p>Location and Accessibility:</p> <ul style="list-style-type: none"> -Within Pasig City -Accessible to public utility vehicles -Can be easily navigated by the standard of standing near national roads 			
<p>Accommodation:</p> <ul style="list-style-type: none"> -March 12-15, 2023 -2 rooms:Deluxe Room (King Size Bed) -7 rooms:Two Bedroom Deluxe -March 13-15, 2023 -21 rooms:Two Bedroom Deluxe 			
<p>Size: Able to provide appropriate space for 60 participants with social distancing.</p>			



<p>Amenities: -Air Conditioned -With elevators -Well-Lighted Room -Free parking -Free water (cold and hot) -Indoor pool and fitness gym</p>			
<p>Food: No pork and no derivatives from pork, swine, ham, pig or porcine (STRICTLY HALAL) -March 12-14, 2023, Dinner for in-house -March 13-14, 2023 AM/PM Snack & Buffet Lunch for 60 pax -March 14, 2023: Socials from 7:00pm to 11:00pm *cocktails and beverages -March 13-15, 2023: Buffet Breakfast for in-house -Overflowing coffee and tea</p>			
<p>Ambiance -Separate from venues with too much noise that will interrupt or distract the proceedings -Conducive for workshop activities</p>			
<p>Mode of Payment: • Send bill arrangement payment thru LDDAP;</p>			

APPROVED BUDGET FOR THE CONTRACT

FOUR HUNDRED THOUSAND PESOS (P400,000.00)


TAHIR S. LIDASAN, JR., CESO II
 Chairman, BAC  23.114

<p>_____</p> <p>Signature over Printed Name of Representative/Company</p> <p>_____</p> <p>Address</p> <p>_____</p> <p>PhilGEPS Registration Number (Platinum/Red)</p>



<hr/> <p>Tel. No./Cellphone /Email Address</p>
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