



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

Request for Quotation 2023-009



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| Mode of Procurement: Section 53. LEASE OF VENUE AND ACCOMMODATION | |
| End-User: NCMF - BPCR | Date: 21 February 2023 |
| Purpose: 2023 BPCR TEAM BUILDING AND STRATEGIC PLANNING (Venue and Accommodation with meals) | |
| PR No. 2023-02-0025 | |
| Please quote your lowest price on the item/s listed below not later than <u>02 March</u> 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 the 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. Valid PhilGEPS Registration Number b. Valid Mayor's / Business Permit c. Income /BusinessTax Return 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, 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 initiated by the supplier or its authorized representatives(s) 6. The NCMF reserves the right to reject any or all 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: <u>March 15-18 2023</u> | | P104,400 | |
| | No. of Participants: <u>15 participants</u> | | | |
| | Location: <u>Zambales - Olongapo</u> | | | |
| | Venue: 1. Available one (1) function room on 2023 2. U-shaped Type for 9 participants; | | | |

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| <p>3. Pillar, if any, should not obstruct the view of the participants towards the stage and projectors screens/s;</p> <p>4. Amenities include:</p> <ul style="list-style-type: none"> a. Two (2) secretariat's table and chair (outside the function for registration and 1 inside for emcee and assistant facilitators); b. 3 wireless microphone units including the resource person; c. Projector screen and table for LCD projector; d. Podium, Philippine flag and pole; e. Pads, pencils, markers; f. Daily serve candies or nuts; g. Whiteboard and/or flipchart; h. Free, fast and steady Wi-Fi connection*; i. Waived electricity charges for the use of laptop and projectors*; j. Audible/operational sound system* | | | |
| <p>Location and Accessibility: Accessible to public utility vehicles - Can be easily navigated by the standard of standing near national roads.</p> | | | |
| <p>Accommodation: preferably in new/newly renovated rooms:</p> <ul style="list-style-type: none"> - March 15, 2023 (for 15 pax) - March 16, 2023 (for 15 pax) - March 17, 2023 (for 15 pax) - March 18, 2023 check out | | | |
| <p>Food: No pork and no derivative from pork, swine, ham pig or porcine (STRICTLY HALAL)</p> <p>March 15 2023 buffet Dinner for 15 pax</p> <p>March 16-17 Full Board for 15 pax AM/PM Snacks; Buffet Lunch and Dinner</p> | | | |

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| March 1 st Buffet breakfast for 15 pax free-flowing coffee* (preferably brewed and tea*) | | | |
| Room Accommodation: (1 Deluxe, 2 Twin-sharing rooms, 3 triple sharing room (separate beds with comforter) for at least 15 participants on 15 -1 st March 2023, inclusive of free buffet breakfast at the Restaurant; | | | |
| Mode of payment: Send bill arrangement payment thru LDDAP | | | |
| APPROVED BUDGET FOR THE CONTRACT P104,400.00 | | | |


TAHIR S. LIDASAN JR., CESO II 23 . 1 3 9
 Chairman, BAC 

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| <hr style="width: 50%; margin: 0 auto;"/> <p>Signature over Printed Name of Representative/ Company</p> <hr style="width: 50%; margin: 0 auto;"/> <p>Address</p> <hr style="width: 50%; margin: 0 auto;"/> <p>PHILGEPS: Registration Number (Platinum/Red)</p> <hr style="width: 50%; margin: 0 auto;"/> <p>Tel.No.: /Cellphone/Email Address</p> |
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