



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

BIDS AND AWARD COMMITTEE

Request for Quotation No. 2024-016

Mode of Procurement: Section 53. 10- LEASE OF REAL PROPERTY OR VENUE	
Purpose: ACCOMMODATION AND MEALS FOR THE CONDUCT OF THE 49TH NATIONAL QUR'AN READING COMPETITION	
End-User: NCMF-BMCA	CODE (PAP): 310100100002000
PR No. 2024-02-0039	Date: 26 MARCH 2024
Please quote your lowest price on the item/s listed below not later than 01 APR 2024 subject to the following terms and conditions, and submit your quotation duly signed by your representative by email: bacsecretariat@ncmf.gov.ph or personal delivery at NCMF Central Office (Mondays-Fridays, 8:00 AM-5:00 PM at NCMF BAC Secretariat Office)	
TERMS AND CONDITIONS:	
<ol style="list-style-type: none">To be eligible for the procurement suppliers/ service providers are required to accomplish this RFQ and submit it on or before the deadline together with the following:<ol style="list-style-type: none">Valid PhilGEPS Registration Certificate/NumberValid Mayor's / Business Permit; andIncome/ Business Tax ReturnLate submission of the quotation shall not be acceptedPrice validity shall be for sixty (60) calendar days.Award of Contract shall be made to the lowest quotation and complies with the specifications and other terms and conditions stated in the RFQ.Any interlineations, erasures, or overwriting shall be valid only if they are signed or initiated by the supplier or its authorized representatives(s)The NCMF reserves the right to reject any or all bid proposals, declare 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.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.The terms of payment shall be made through a check payable to the supplierAll quotations shall be inclusive of VAT.	

Item	DESCRIPTION	ABC	Comply/Not Comply	Price Quotation
1.	LOCATION: Within Quezon City Date of Delivery: April 17, 18 & 19, 2024 (Tentative)	PHP758,500.00		

REQUIREMENTS FOR ROOM ACCOMMODATION:

Number of Live in guests: 55 rooms

- a. Twin sharing for 62 rooms x 2 nights x P4,000

Requirements for Catering of Foods/Meals (HALAL/NO PORK/NON PORK BY-PRODUCT)

With Complimentary Breakfast

Function Room:

Can accommodate 150-200 guest, compliant with health protocol.

Arrangements: Round Table for 10s or less

Date of Activities:

- a. Welcome Dinner/Fellowship Night
 - April 17, 2024, 6PM – 9PM
 - 150 pax @ P750/head
- b. Testimonial Dinner
 - April 18, 2024, 8-12PM
 - 200 pax @P750,000/head

Venue (Structure and Conditions)

The foundation is made of concrete and structural steel materials or combination of both

Note: The venue hall is clear, with the full view of the participants towards the stage and projector screen/s.

Amenities

- Secretariat's Table and chairs
- At least 3 microphone units
- Projector Screen
- Table for LCD Projector
- Podium
- Sound System
- Philippine Flag and Pole
- Free and steady wi-fi connection

	<ul style="list-style-type: none"> - Waived electricity charges for use of projector - Free flowing coffee and tea <p>Other</p> <ul style="list-style-type: none"> - Compliance with the standard provided by the Building Code of the Philippines - At least one (1) operational elevator (24/7) for 3 storey building or higher - Accessible emergency exit and alarm, standby fire extinguisher and automatic sprinkler - Available telephone and/or internet connection within the premises - Provision of technical, <u>janitorial and</u> maintenance services - Ambiance promotes listening and learning - Adequate parking space <p><i>Favorable arrangement in case the event is rescheduled or canceled</i></p>			
ABC	SEVEN HUNDRED FIFTY-EIGHT HOUSAND AND FIVE HUNDRED PESOS (P758,500.00)			


TAHIR S. LIDASAN JR., CESO II
 Chairman, BAC **24.049**

Signature over Printed Name of Representative/ Company

Address

PHILGEPS: Registration Number (Platinum/Red)

Tel.No.: /Cellphone/Email Address