



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

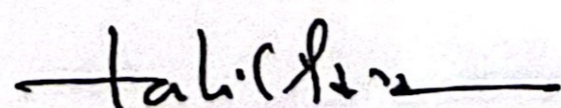
**BIDS AND AWARD COMMITTEE**

**Request for Quotation No. 2024-013**

<b>Mode of Procurement: Section 53. 10- LEASE OF REAL PROPERTY OR VENUE</b>	
<b>Purpose: IFTAR DINNER FOR NCMF FAMILY AND PARTNERS</b>	
<b>End-User: NCMF-PLANNING SERVICE</b>	<b>CODE (PAP): S-APP 2024-007</b>
<b>PR No.</b>	<b>Date: 13 MARCH 2024</b>
Please quote your lowest price on the item/s listed below not later than 18 March 2024 subject to the following terms and 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 at NCMF Central Office (Mondays-Fridays, 8:00 AM-5:00 PM at NCMF BAC Secretariat Office)	
<b>TERMS AND CONDITIONS:</b>	
<ol style="list-style-type: none"> <li>1. To be eligible for the procurement suppliers/ service providers are <b>required to accomplish this RFQ</b> and submit it on or before the deadline together with the following:             <ol style="list-style-type: none"> <li>a. <b>Valid PhilGEPS Registration Certificate/Number</b></li> <li>b. <b>Valid Mayor's / Business Permit; and</b></li> <li>c. <b>Income/ Business Tax Return</b></li> </ol> </li> <li>2. <b>Late submission of the quotation shall not be accepted</b></li> <li>3. Price validity shall be for sixty (60) calendar days.</li> <li>4. Award of Contract shall be made to the lowest quotation 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 initiated by the supplier or its authorized representatives(s)</li> <li>6. 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.</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 a check payable to the supplier</li> <li>9. All quotations shall be inclusive of VAT.</li> </ol>	

Item	DESCRIPTION	ABC	Comply/Not Comply	Price Quotation
1.	<b>Location:</b> Within Metro Manila  <b>Date &amp; Time:</b> March 25, 2024 5:00 pm-9:00 pm  <b>Number of participants:</b> 150 persons	<b>PHP225,000.00</b>		

	<p><b>Food:</b> No pork and no derivative from pork, swine, ham, pig or porcine</p> <p><b>HALAL or NO Pork food</b></p> <ul style="list-style-type: none"> <li>• Buffet Dinner</li> <li>• Free-flowing coffee and tea</li> <li>• Free water</li> </ul> <p>Amenities:</p> <ul style="list-style-type: none"> <li>• Air-conditioned;</li> <li>• Well-lighted rooms and venue;</li> <li>• Available parking for participants</li> <li>• Audio Visual equipment <ul style="list-style-type: none"> <li>- Regular PA system</li> <li>- Microphone</li> <li>- Projector screen</li> <li>- LCD Projector</li> <li>- Stage and podium</li> </ul> </li> <li>• Wireless Internet access in the function room</li> <li>• Alcohol in the registration area</li> <li>• <b>Round Table Arrangement 8 pax per table</b></li> <li>• <b>Nameplate bond paper for 5 VIP Tables</b></li> <li>• <b>All 5 VIP tables have completely served the buffet dinner at exactly 6 pm</b></li> <li>• <b>2 Buffet table set-up conveniently located near the 150 guests</b></li> </ul> <p>Mode of payment:</p> <p>Send bill arrangement payment thru LDDAP</p>			
<b>ABC</b>	<b>TWO HUNDRED TWENTY-FIVE THOUSAND PESOS (P225,00.00)</b>			

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

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Signature over Printed Name of Representative/ Company

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Address

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PHILGEPS: Registration Number (Platinum/Red)

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Tel.No.: /Cellphone/Email Address

RFQ No. 2024-013 Lease of Venue with meals Ifar Dinner for NCMF Family and Partners