



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

**BIDS AND AWARD COMMITTEE**

**Request for Quotation No. 2024-036**

<b>Mode of Procurement: Section 53. 9- Small Value Procurement</b>	
<b>Purpose: FURNITURE AND FIXTURES OF THE PLANNING SERVICE</b>	
<b>End-User: Planning Service</b>	<b>CODE (PAP): 20000010001000</b>
<b>PR No.: 2024-05-0161</b>	<b>Date: 1 JUNE 2024</b>
Please quote your lowest price on the item/s listed below not later than <b>6 JUNE 2024</b> 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>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><b>Valid PhilGEPS Registration Certificate/Number</b></li><li><b>Valid Mayor's / Business Permit; and</b></li><li><b>Income/ Business Tax Return (for ABC PHP500,000 above)</b></li><li><b>Notarized Omnibus Sworn Statement</b></li></ol></li><li><b>Late submission of the quotation shall not be accepted</b></li><li>Price validity shall be for sixty (60) calendar days.</li><li>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>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>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>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>The terms of payment shall be made through a check payable to the supplier</li><li>All quotations shall be inclusive of VAT.</li></ol>	

Item	DESCRIPTION	ABC	Comply/Not Comply	Price Quotation
1.	Description: Cubicle Partition Table  Quantity/Unit: 2 Sets	PHP 146,000.00		

2.	<b>Description:</b> Cubicle Partition Table <b>Quantity/Unit:</b> 2 Sets	<b>PHP 60,000.00</b>		
3.	<b>Description:</b> Executive Table <b>Quantity/Unit:</b> 2 pcs.	<b>PHP 17,000.00</b>		
4.	<b>Description:</b> Mobile Cabinet Pedestal <b>Quantity/Unit:</b> 10 pcs.	<b>PHP 43,000.00</b>		
5.	<b>Description:</b> Executive Computer Chair <b>Quantity/Unit:</b> 22 pcs.	<b>PHP 99,000.00</b>		
***please see attached technical specifications***				
<b>ABC</b>	<b>THREE HUNDRED SIXTY-FIVE THOUSAND PESOS (P 365,000.00)</b>			

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

<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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**TECHNICAL SPECIFICATIONS**  
Furniture and Fixtures of the Planning Service

ITEM	SPECIFICATIONS	QTY	AMOUNT
Cubicle Partition Table for 6 Person	a. Dimension: <ul style="list-style-type: none"> <li>• Main Table: 900mm L x 500mm D x 1200mm Ht</li> <li>• Over all dimension: 2700mm L x 1000mm D x 1200mm Ht</li> </ul> b. Structure: E1 Moisture Resistant Board c. E1 Boards with high end components built using new technology that makes furniture moisture resistant and more durable, highly essential for long term use making it the best choice for all furniture types. d. Finish: E1 standard available in 7 finishes e. Table top thickness and finish: 25 mm thick E1 board available in 7 finishes f. Sidings in 2mm PVC edge band g. Partition aluminum trims in 45mm thick customized powder coated finish h. Partition panel in 2 tone fabric finish i. Partition dimensions: <ul style="list-style-type: none"> <li>• (3) 900mm L x 1200mm Ht</li> <li>• (8) 500mm L x 1200mm Ht</li> </ul> j. Features: <ul style="list-style-type: none"> <li>• With built in 1 wire management PVC grommet for each staff</li> <li>• Metal Brackets</li> <li>• Adjustable feet leveler</li> </ul> k. Warranty: 6 months service warranty	2	146,000
Cubicle Partition Table for 2 Person	a. Dimension: <ul style="list-style-type: none"> <li>• (2) Main Table: 900mm L x 500mm D x 750mm Ht- free standing table</li> </ul> b. Structure: E1 Moisture Resistant Board c. E1 Boards with high end components built using new technology that makes furniture moisture resistant and more durable, highly essential for long term use making it the best choice for all furniture types. d. Finish: E1 standard available in 7 finishes e. Top: 25 mm thick; Legs: 18mm f. Sidings in 2mm PVC edge band g. Partition aluminum trims in 45mm thick customized powder coated finish h. Partition panel in 2 tone fabric finish i. Partition dimensions: <ul style="list-style-type: none"> <li>• (1) 900mm L x 1200mm Ht</li> <li>• (4) 1000mm L x 1200mm Ht</li> </ul> j. Features: <ul style="list-style-type: none"> <li>• With built in 1 wire management PVC grommet for each staff</li> <li>• Metal Brackets</li> <li>• Adjustable feet leveler</li> </ul> k. Warranty: 6 months service warranty	2	60,000
Executive Table	a. Dimensions: <ul style="list-style-type: none"> <li>• Main Table: 1200mm L x 600mm D x 750mm Ht</li> </ul> b. Structure: E1 Moisture Resistant Board c. E1 Boards with high end components built using new technology that makes furniture moisture resistant	2	17,000

ITEM	SPECIFICATIONS	QTY	AMOUNT
	<p>and more durable, highly essential for long term use making it the best choice for all furniture types.</p> <p>d. Finish: E1 standard available in 7 finishes</p> <p>e. Top : 25mm thick board ; Legs: 18mm</p> <p>f. Sidings in 2mm PVC edge band</p> <p>g. Features:</p> <ul style="list-style-type: none"> <li>• With built in 1 wire management top cover in silver aluminum finish</li> <li>• Metal Brackets</li> <li>• Adjustable feet leveler</li> </ul> <p>h. Warranty: 6 months service warranty</p>		
Mobile Cabinet Pedestal	<p>a. Dimension:</p> <ul style="list-style-type: none"> <li>• 400 mm W x 650 mm H x 560 mm</li> </ul> <p>b. Flush Handle</p> <p>c. Steel Ball Bearing</p> <p>d. Gauge 22</p> <p>e. Powder coated finish (Beige or White)</p> <p>f. Warranty: 6 months service warranty</p>	10	43,000
Executive Computer Chair	<p>a. Heavy Duty</p> <p>b. Executive Chair</p> <p>c. High back office chair</p> <p>d. Height Adjustable up to: 970mm</p> <p>e. Adjustable head rest Back Rest: Mesh Fabric in Nylon Fiberglass Frame with 3D-PP Back Support</p> <p>f. Seat: Density Mold Foam Cushion Fabric Seat</p> <p>g. Armrest: PU</p> <p>h. With tilting mechanism</p> <p>i. Base: Nylon Star Base</p> <p>j. Casters: Floor-safe PU Casters</p> <p>k. Available Colors: Black with White arm rest and star base or Full Black</p> <p>l. Weight capacity: 120kg</p> <p>m. Warranty: 6 months service warranty</p>	22	99,000
<b>TOTAL FURNITURE AND FIXTURES</b>			<b>365,000</b>

Prepared by:

  
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 Chief, MISD

Recommending Approval:

  
**HAIDEE V. AMPATUAN, MNSA**  
 Director III, Planning Service

Approved:

  
**SABUDDIN N. ABDURAHIM**  
 Secretary