



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

**BIDS AND AWARD COMMITTEE**

**Request for Quotation No. 2024-062**

<b>Mode of Procurement: Section 53. 10- LEASE OF REAL PROPERTY OR VENUE</b>	
<b>Purpose: BMCA OPERATIONAL PLANNING FY2025 &amp; 2024 ACCOMPLISHMENT REPORT</b>	
<b>End-User: NCMF-BMCA</b>	<b>CODE (PAP): 310100100002000</b>
<b>PR No. 2024-09-0258</b>	<b>Date: 24 SEPTEMBER 2024</b>
Please quote your lowest price on the item/s listed below not later than <b>27 SEPTEMBER 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>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.	BMCA Operational Planning  Number of Participants: <b>25 pax</b>	<b>P232,260.00</b>		

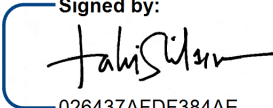


	<p><b>Location: Outside Metro Manila</b></p> <p><b>Venue:</b></p> <ul style="list-style-type: none"> <li>- Can accommodate 25 pax</li> <li>- Free-flowing coffee and tea set up with sugar and creamer</li> <li>- Chairs and table (classroom Set-up)</li> <li>- Stable and fast Wifi connection</li> <li>- The secretariat table must be situated at the entrance and there should be a separate table for the resource speaker</li> <li>- Sound System compatible with USB, external hard drive etc.</li> <li>- Audible/operation al sound system</li> <li>*White screen for projectors*</li> <li>- Waived electricity charges for the use of laptop and projectors</li> <li>- Minimum 2 microphones</li> <li>- Podium and Philippine Flag</li> <li>- Power outlets and extra extension cord for computer-aided workshop</li> <li>- Free pencil and paper</li> <li>- Separate table for the resource speaker (in front) and Secretariat (at the back) for registration</li> <li>- Separate Prayer Area for Male and Female</li> </ul>			
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	<div>- Meals good for 25 pax (full board meals)</div> <div><b>ACCOMMODATION:</b></div> <div><b>October 15, 2024</b>-Check-in of 25 pax</div> <div><b>October 15, 2024</b>-inclusive of lunch and dinner upon check-in date for 25pax</div> <div><b>October 15-17, 2024</b>-inclusive of full board meals (breakfast, am snacks, lunch, pm snacks and dinner) for 25 pax</div> <div><b>October 17, 2024</b>-inclusive of breakfast and lunch before check-out for 25pax</div> <div><b>Amenities:</b></div> <div>-Air-conditioned</div> <div>-well-lighted room</div> <div>- free water (hot and cold)</div> <div>-Free-flowing brewed coffee and tea</div> <div><b>FOOD:</b></div> <div>-no pork, and no derivatives from pork, swine, ham, pig, or porcine</div> <div><b>Ambiance:</b></div> <div>-Free from outside noise. Able to focus during the entire duration of the activity</div>			
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	<b>Mode of Payment:</b>  -Send Bill arrangement payment thru LDDAP			
<b>ABC</b>	<b>TWO HUNDRED THIRTY-TWO THOUSAND TWO HUNDRED SIXTY PESOS (P232,260.00)</b>			

Signed by:



2024-09-25

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

Signature over Printed Name of Representative/ Company

Address

PHILGEPS: Registration Number (Platinum/Red)

Tel.No.: /Cellphone/Email Address