



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

**BIDS AND AWARD COMMITTEE**  
**Request for Quotation No. 2024-075**

<b>Mode of Procurement: Section 53. 9- Small Value Procurement</b>	
<b>Purpose: PROCUREMENT OF 16 UNITS OF WALL MOUNTED 28 INCH DIAMETER OFFICE SEAL WITH INSTALLATION SERVICE</b>	
<b>End-User: Planning Service</b>	<b>CODE (PAP): S-APP 2024-028</b>
<b>PR No. 2024-10-0280</b>	<b>Date: 03 OCT 2024</b>
Please quote your lowest price on the item/s listed below not later than <b>October 11 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>	

1. 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:
  - a. **Valid PhilGEPS Registration Certificate/Number**
  - b. **Valid Mayor's / Business Permit; and**
  - c. **Income/ Business Tax Return (for ABC PHP500,000 above)**
  - d. **Notarized Omnibus Sworn Statement**
2. **Late submission of the quotation shall not be accepted**
3. Price validity shall be for sixty (60) calendar days.
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.
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, 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.
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 a check payable to the supplier
9. All quotations shall be inclusive of VAT.

Item	DESCRIPTION	ABC	Comply/Not Comply	Price Quotation
1.	(1) 24-Inch Stainless Engraved Backlighted Round Seal *304 Japan Eagle Stainless	PHP266,000.00		

	*Stainless Engrave *Car Paint Color  (2) 24 Inch Acrylic Embossed Lighted Round Seal *Laser cut out embossed acrylic *Led Lights *with transformer	36,000		
ABC	THREE HUNDRED TWO THOUSAND PESOS (P302,000.00)			

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

<div style="border-bottom: 1px solid black; width: 80%; margin: 0 auto; margin-bottom: 10px;"></div> Signature over Printed Name of Representative/ Company
<div style="border-bottom: 1px solid black; width: 80%; margin: 0 auto; margin-bottom: 10px;"></div> Address
<div style="border-bottom: 1px solid black; width: 80%; margin: 0 auto; margin-bottom: 10px;"></div> PHILGEPS: Registration Number (Platinum/Red)
<div style="border-bottom: 1px solid black; width: 80%; margin: 0 auto; margin-bottom: 10px;"></div> Tel.No.: /Cellphone/Email Address

**RFQ No. 2024-075 PROCUREMENT OF 16 UNITS OF WALL MOUNTED 28 INCH DIAMETER OFFICE SEAL WITH INSTALLATION SERVICE**



## SUMMARY

This market study has been initiated to facilitate the procurement of sixteen (16) units of 28-inch diameter wall-mounted round seals for the National Commission on Muslim Filipinos (NCMF). The acquisition of these seals is crucial for upholding a dignified and professional aesthetic across our Central and Regional Offices, thereby significantly enhancing the visibility of our institutional locations.

The distribution strategy involves allocating eleven (11) units to the Regional Offices, ensuring each office is appropriately represented. Additionally, two (2) units will be designated for the Central Office Conference Room and the Office of the Secretary. One (1) unit will be assigned to the office of the Planning Service Director. Furthermore, two (2) units will be installed at the main entrance along Commonwealth Avenue, with an additional unit placed in the parking area, where flag ceremonies and various activities are conducted.

This initiative is an integral part of the NCMF's strategic preparations for fiscal decentralization, set to commence in Fiscal Year 2025. It also aligns with our upcoming International Organization for Standardization (ISO) recertification efforts, all aimed at professionalizing the ambiance of both our Central and Regional Offices.

## SPECIFICATION



Type: A. 14 Units Quality Stainless Engraved Backlit Round Office Seal  
B. 2 Units Quality Acrylic Embossed Front-Backlit Round Office Seal



Size/Quantity : 28 inches in diameter/ 16 units (14 Stainless Engraved & 2 Acrylic Embossed with Backlit)



Quality Engraving : Painted stainless steel for a durable and visually appealing finish. Detailed engraving of the national commission's seal and text on the acrylic surface.



Quality Paint: High-quality paint that is weather and water-resistant and suitable for indoor/outdoor use.



Quality Backlight: Integrated LED backlighting specifications, including brightness and power requirements.



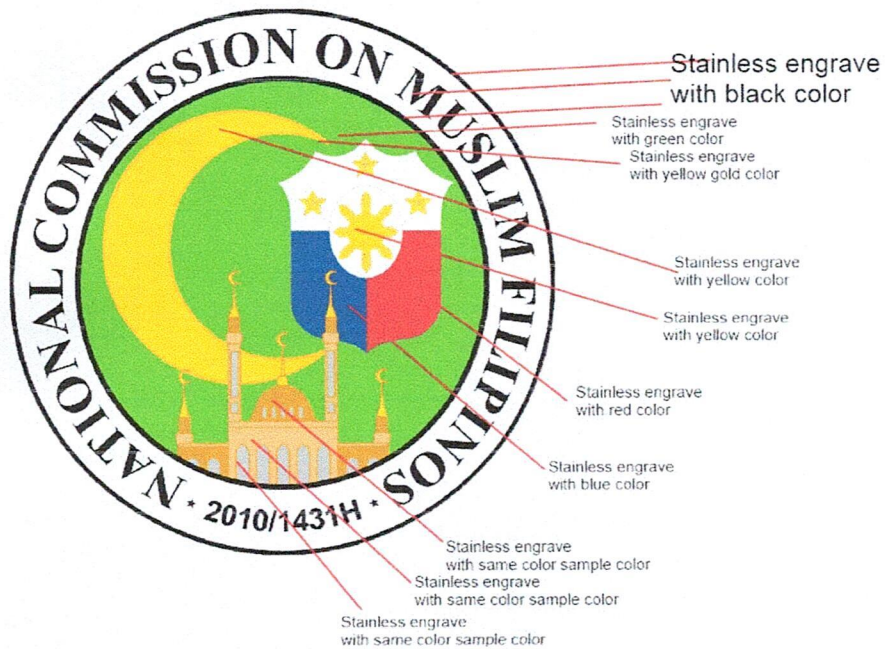
Quality Finish and Mounting: Durable, weather-resistant paint for longevity. With installation of the supplier. Clear guidelines for mounting or installation method Video for the regional offices reference.



## SPECIFICATION

### A. Stainless Engrave Backlit Round Seal (28 inch dm)

note: all white color will be stainless texture



### B. Acrylic Engraved Backlit Round Seal (28 inch dm)

