



BAGONG PILIPINAS

Republic of the Philippines

**OFFICE OF THE PRESIDENT**

**NATIONAL COMMISSION ON MUSLIM FILIPINOS**

[www.ncmf.gov.ph](http://www.ncmf.gov.ph)

**BIDS AND AWARD COMMITTEE**

**Request for Quotation No. 2024-078**

<b>Mode of Procurement: Section 53. 9- Small Value Procurement</b>	
<b>Purpose: LAYOUT AND PRINTING SERVICES OF TARPAULIN AND NCMF FLYERS FOR INTERNATIONAL CONFERENCE FOR WOMEN, PEACE, AND SECURITY 2024</b>	
<b>End-User: GAD / Office of the Commissioner for Women CODE (PAP): S-APP-2024-028</b>	
<b>PR No.: 2024-10-0924</b>	<b>Date: 17 OCTOBER 2024</b>
Please quote your lowest price on the item/s listed below not later <b>21 OCTOBER 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 Mayor's / Business Permit; and</b></li><li><b>Valid PhilGEPS Registration Certificate/Number;</b></li></ol><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	<b>TARPAULIN</b> <b>Quantity: 5 pieces</b>  <b>Specifications:</b> a. Central Office – 4ft height x 6ft width – 1 piece <b>Content:</b> NCMF Logo and the name of the event, date and venue	<b>Php 25,000.00</b>		

	b. Booth Backdrop – 7ft height x 6ft width – 3 pieces <b>Content:</b> NCMF Logo & other logo and Photos  c. Standee Banner – 2ft width x 6ft height – 1 piece <b>Content:</b> NCMF Logo, Photos & name of event, date & venue			
<b>2</b>	<b>FLYERS</b> <b>Quantity: 100 units</b>  <b>Description:</b> <ul style="list-style-type: none"> <li>a. Colored Standard Flyers</li> <li>b. Two-side print, printed smudge-free on glossy paper</li> </ul> <b>Content:</b> Accomplishment Reports and Photos <b>Size:</b> A4 Unit/ Quantity: 100			
	<b>Mode of Payment.</b> <ul style="list-style-type: none"> <li>• Send bill arrangement payment thru LDDAP</li> </ul>			
<b>ABC</b>	<b>TWENTY-FIVE THOUSAND PESOS ONLY (Php 25,000.00)</b>			

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

<div style="margin-bottom: 20px;"> <div style="border-bottom: 1px solid black; width: 80%; margin: 0 auto;"></div> <div>Signature over Printed Name of Representative/ Company</div> </div> <div style="margin-bottom: 20px;"> <div style="border-bottom: 1px solid black; width: 80%; margin: 0 auto;"></div> <div>Address</div> </div> <div style="margin-bottom: 20px;"> <div style="border-bottom: 1px solid black; width: 80%; margin: 0 auto;"></div> <div>PHILGEPS: Registration Number (Platinum/Red)</div> </div> <div> <div style="border-bottom: 1px solid black; width: 80%; margin: 0 auto;"></div> <div>Tel. No./Cellphone/Email Address</div> </div>
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**RFQ NO. 2024-078 PRINTING SERVICES OF TARPAULIN AND NCMF FLYERS FOR  
INTERNATIONAL CONFERENCE FOR WOMEN, PEACE, AND SECURITY 2024**