



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

Bids and Awards Committee  
REQUEST FOR QUOTATION No. 2024-0304


Mode of Procurement: Section 53.9 – Small Value Procurement	
Purpose: BLA OFFICE SUPPLIES AND EQUIPMENT	
End-User: Bureau of Legal Affairs	CODE (PAP):
PR No.: 2024-10-0298	Date: November 5, 2024
Please quote your lowest price on the item/s listed below not later than <u>11 November 2024</u> 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)	

TERMS AND CONDITIONS:

- 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:
  - Valid PhilGEPS Registration Certificate/Number;
  - Valid Mayor's I Business Permit; and
  - Income/Business Tax Return
- Late submission of the quotation shall not be accepted
- Price validity shall be for sixty (60) calendar days.
- Award of Contract shall be made to the lowest quotation and complies with the specifications and other terms and conditions stated in the RFQ.
- Any interlineations, erasures, or overwriting shall be valid only if they are signed or initiated by the supplier or its authorized representatives(s)
- 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.
- 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.
- The terms of payment shall be made through a check payable to the supplier
- All quotations shall be inclusive of VAT.

ITEM	DESCRIPTION	ABC	COMPLY/ NOT COMPLY	PRICE QUOTATION
1.	BLA OFFICE SUPPLIES AND EQUIPMENT a) Shedder b) Stand Fan c) Office Client/ Visitor's Chair d) Plastic long fordable table e) Gas for service vehicle	P42,500.00		

2.	MODE or PAYMENT: Send bill arrangement payment thru LDDAP.			
ABC	FORTY-TWO THOUSAND FIVE HUNDRED PESOS	P 42,500.00		

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

Signature over Printed Name of Representative/Company

Address

PhilGEP's Registration Number (Platinum/Red)

Tel. No./Cellphone /Email Address