



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

Bids and Awards Committee
REQUEST FOR QUOTATION No. 2024-076

Mode of Procurement: Section 53.10 – Lease of Real Property or Venue	
Purpose: NCMF MANAGEMENT REVIEW	
End-User: Planning Service	CODE (PAP):
PR No.: 2024-10-0295	Date: October 8, 2024

Please quote your lowest price on the item/s listed below not later than **11 OCTOBER 2024** subject to the following terms and conditions, and submit your quotation duly signed by your representative by email: bacsecretariat@ncmf.gov.ph or personal delivery at NCMF Central Office (Mondays-Fridays, 8:00 AM-5:00 PM at NCMF BAC Secretariat Office)

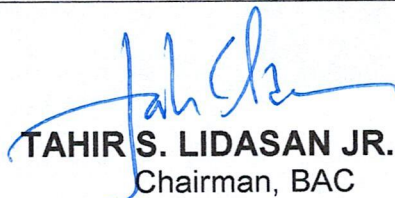
TERMS AND CONDITIONS:

- 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 / 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.	<p>NCMF MANAGEMENT REVIEW</p> <p>Event Date: October 23-26, 2024</p> <p>Event Location: Within Quezon City</p> <p>Number of Participants: 60pax</p> <p>A. VENUE: October 23-26, 2024</p> <p>a) Spacious multi-functional hall, must accommodate 60 – 80 participants with proper social distancing.</p> <p>b) Column-free design to prevent obstructions for speakers and attendees.</p> <p>c) Furnished with rectangular tables (6pax per table) and chairs for participants.</p> <p>d) Sound system with external input capability, including 2 wireless microphones.</p>	₱360,000.00		



	<p>e) Projector System and three (3) projector screens for clear display of electronic visual aids.</p> <p>f) Separate prayer areas for male and female participants.</p> <p>g) Additional 2 breakout room for briefings or operations.</p> <p>h) Fast, steady, and reliable Wi-Fi/Internet connection.</p> <p>i) Air-conditioned, well-lit venue with free parking.</p> <p>j) Accessible to Public Utility Vehicles, Police, Hospital, etc., in case of emergencies.</p> <p>B. MEALS: October 23-26, 2024</p> <p>a) Strictly Muslim-friendly (NO pork or any pork derivatives, and no alcoholic drinks)</p> <p>b) Check-In Day, October 23, 2024: PM snacks and Buffet dinner</p> <p>c) Event Days, October 24-25, 2024: Buffet breakfast/lunch/dinner and AM & PM snacks.</p> <p>d) Check-Out Day, October 26, 2024: Buffet breakfast and lunch</p>			
2.	<p>ACCOMMODATION: October 23-26, 2024</p> <p>a) October 23 – 26, 2024: 30 rooms, strictly Double Sharing</p> <p>b) October 23, 2024 – Check-in</p> <p>c) October 26, 2024 – Check-out</p> <p>d) 2 free-of-charge (FOC) Triple Sharing Rooms for the Secretariat and Event Organizer</p> <p>e) Has indoor swimming pool and fitness gym</p> <p>f) 3 – 4 Star hotel/resort accredited by DOT</p>	₱360,000.00		
3.	<p>MODE OF PAYMENT:</p> <p>Send bill arrangement payment thru LDDAP.</p>			
ABC	SEVEN HUNDRED TWENTY THOUSAND PESOS (₱ 720,000.00)			


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

RFQ No. 2024-076 – NCMF MANAGEMENT REVIEW