

REQUEST FOR QUOTATION

RFQ No. 2025-031 **NP-SVP**
Date: **January 30, 2025**

Company Name : _____
Company Address : _____
Contact Person : _____
Contact No. : _____
PhilGEPS Reg. No.: _____
Company TIN: _____

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be basis for non-compliance. Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect.

Please submit together with your bid quotation, your valid 1. Mayor's/Business Permit (CTC), 2. PhilGEPS Registration Number (CTC). The Certificate of Platinum Membership may be submitted in lieu of the Mayor's/Business Permit and PhilGEPS Registration Number, 3. Certified True Copy of Income/Business Tax Return (For SVP & Emergency Cases with ABC above P500K, 4. Original and Notarized Omnibus Sworn Statement (For SVP with ABCs above P50K & For All Emergency Cases) 5. Certified True Copy of BIR Certificate of Registration 2303

Please accomplish and submit this form together with Annex A and all the required documents to NACC-BAC Secretariat at 5th Floor #2 Chicago cor. Ermin Garcia Street, Barangay Pinagkaisahan, Cubao, Quezon City, 1111 or email to procurement@nacc.gov.ph not later than **03 of February 2025;9:00am**. Quotations submitted to different email address(es) as stated above shall not be considered for evaluation.

Very truly yours,


FERDINAND MARCELO
Administrative Officer V

Terms and Conditions:

- Award shall be made on per: Item Basis Total Quoted Price Lot Basis
- Quotation validity shall be Sixty (60) calendar days from the deadline of submission of quotations.
- Good/s shall be delivered within 15-30 calendar days upon receipt of Notice to Proceed/Purchase Order
- Place of Delivery: within Metro Manila
- Terms of Payment: within 30-45 days upon completion of supporting documents.
Payment through LDDAP-ADA (List of Due and Demandable Accounts Payable-Advise to Debit Account).
Account Name : _____ Account Number : _____
Bank Name : _____ Branch : _____
*Note: Non Land Bank of the Philippines accounts shall be charged a service fee.
- Liquidated Damages/Penalty: In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.
- For goods, please indicate brand, model and country of origin.
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- Please indicate Warranty: _____
- In case of a tie, the contract shall be awarded to the supplier or service provider who first submitted its quotation.
- NOTE: "Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph and register for free."


EMIL A. BALACANAO
BAC Secretariat

Tel. Nos. Trunkline: (02) 8726-4551; 8721-9711; 8726-4568;
(02) 8721-9782

(Signature over Printed Name)
Supplier

NATIONAL AUTHORITY FOR CHILD CARE

NOTE: "Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph to register."

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Item No.	Qty.	Unit	Purchaser's Specifications	Approved Budget for the Contract	Bidder's Specifications (Please fill out the detailed specifications in the space provided)	Unit Cost	Total Cost
944	pax		Procurement of Food Packs and Catering Services to be served during Meeting with Internal and External Stakeholders Date: February to December 2025	566,400.00			
			A. Lunch:				
			The proposed lunch menu should include:				
			- steamed rice				
			- beef or pork dish				
			- fish or chicken dish				
			- dessert				
			- bottled water or bottled soda/juice				
			B. Snacks:				
			The proposed snacks should include:				
			- sandwich/burger with chips /fries				
			- pasta with bread				
			- bottled water				
			- bottled soda/juice				
			Schedule of Delivery:				
			The schedules of production and delivery of meals and snacks for the conduct of the meetings shall be coordinated by the Office of the Deputy Director for Services at least 2 days before the scheduled meetings				
			Note: The services of the awarded bidder shall be coordinated two (2) days before the scheduled meetings. The bidder/service provider shall also submit a menu proposal for evaluation / approval by the Office of the Deputy Director for Services prior to the scheduled meetings.				
			Other requirements: All meals and beverages must be in clean and presentable containers. Utensils and table napkins should also be provided by the winning bidder/meal				
			Delivery Address:				
			MACC Building, 2 Chicago cor Ermin Garcia Sts. Brgy. Pinaagkaisahan, Quezon City				
				P 566,400.00			
GRAND TOTAL							

PURPOSE: Food Packs and Catering Services to be served during Meeting with Internal and External Stakeholders

P.O. No: 2025-01-33

IMPORTANT: The winning bidder MUST sign the original copy of Purchase Order (P.O.) at NAACC-Central Office, Procurement Management Unit. FAILURE to show up and sign the original P.O. means that the bidder is not interested and will be a ground for suspension or blacklisting from NAACC's future biddings.

Ferdinand P. MARCELO

Procurement Officer

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(02) 8721-9782

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(Signature over Printed Name)

Supplier

