

REQUEST FOR QUOTATION

RFQ No. 2025-099 **NP-LOV**
Date: **February 13, 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

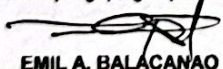
Please accomplish and submit this form together with Annex A and all the required documents to NACC-BAC Secretariat at 5th Floor #2 Chicago cor. Ermin Garcia Street, Barangay Pinagkaisahan, Cubao, Quezon City, 1111 or email to procurement@nacc.gov.ph not later than **19 of February 2025**. Quotations submitted to different email address(es) as stated above shall not be considered for evaluation.

Very truly yours,

for 
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 c.d upon receipt of Notice to Proceed / Purchase Order**
- Place of Delivery: **within RACCO CARAGA**
- Terms of Payment: **within 30-45 calendar 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 : _____
BankName : _____ 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

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

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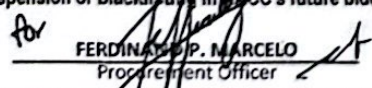
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Item No.	Qty.	Unit	Purchaser's Specifications	Approved Budget for the Contract	Bidder's Specifications <small>(Please fill out the detailed specifications in the space provided)</small>	Unit Cost	Total Cost
			Catering Services for the RACCO Staff Monthly Meeting				
	336	PAX	1 Meal and 2 Snacks with venue	235,200.00			
			Inclusions:				
			Meal: Plated and consists of Rice, 3 viands (Beef, Pork, Chicken, Fish and other seafood), Fresh Fruits or Desserts with 1 bottle of Water and 1 bottle of Fruit Juice or Soda				
			Venue: 1 Air-conditioned and Wifi ready Function Hall that can accommodate up to 30 pax and with Sound System, Screen and Projector, Tables and Chairs and Free-Flowing Coffee				
			Notes:				
			Participants: 28 RACCO Staff per meeting				
			12 Monthly Meetings (Schedule TBA)				
			Service Provider must provide Menu for food selection				
			Order upon request				
			Monthly processing of payment upon receipt of billing/SOA				
			Contact Person:				
			Marvin N. Dedumo/ 0970-955-6494				
			Nothing follows				
				P 235,200.00			
						GRAND TOTAL	

PURPOSE: Catering Services for the RACCO Staff Monthly Meeting

PR No. 2025-02-102

IMPORTANT: The winning bidder MUST SIGN the original copy of Purchase Order (P.O.) at NACC-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 in NACC's future biddings.

for

FERDINAND P. MARCELO
 Procurement Officer

 (Signature over Printed Name)
 Supplier

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