



Republic of the Philippines

National Authority for Child Care

Address: 4th Floor A.N.Y. Building, #38 Timog Avenue, Brgy. Laging Handa,
Quezon City, Metro-Manila
Tel no. 8726-45-68, Cellphone No. 09062086126

REQUEST FOR QUOTATION

PROCUREMENT OF HOTEL ACCOMMODATION, MEALS AND VENUE FOR THE CEREMONIAL SIGNING OF THE IMPLEMENTING RULES & REGULATIONS OF RA 11642 OR THE DOMESTIC ADMINISTRATIVE CHILD CARE ACT OF 2022 IN CONJUNCTION WITH THE ADOPTION AND ALTERNATIVE CHILD CARE WEEK 2022 CELEBRATION CONFERENCE.

The NACC, through the Finance and Administrative Division (FAD), intends to apply the sum of **One Million One Hundred Eighty-Eight Thousand Pesos (Php1,188,000.00) Only** as approved Agency Budget Ceiling (ABC).

Unit	Item Description		Quantity
	Hotel accommodation, meals and venue for the Ceremonial Signing of the Implementing Rules & Regulations of RA 11642 or the Domestic Administrative Child Care Act of 2022 in conjunction with the Adoption and Alternative Child Care Week 2022 Celebration Conference Preferred Location: Metro Manila Date of Activity: June 7-10, 2022 Room Type: only twin sharing is allowed during pandemic)		
pax	June 7 – 10, 2022		48
	June 8-10, 2022		33
pax	BANQUET		
	June 8, 2022	(AM/PM snacks; Lunch)	169
	June 9, 2022	(AM/PM snacks; Lunch)	69
	June 10, 2022	(AM/PM snacks; Lunch)	69
	INCLUSION: 1. Free use of function room that can accommodate the following: June 7, 2022 - holding area for 48 pax in preparation for ingress for June 8, 2022, activity June 8, 2022 - 250 participants (ceremonial signing) June 9-10, 2022 - 150 participants (conference) 2. Complimentary use of standard conference equipment: at least 4 LCD projectors with screen, PA sound system, microphones (1 in rostrum and 5 floor microphones), preferably use of lapel for the speaker 3. Registration table with 4. Free flowing coffee/tea during seminar proper 5. Complimentary welcome signage 6. Wi-Fi internet access during the whole event 7. Waived electrical charges for basic equipment 8. Corkage or handling fees if applicable 9. Complimentary stage set-up 10. Parking passes 11. Payment scheme / mode - NACC request send bill 12. TOTAL ABC: 1,188,000.00		

REQUIRED DOCUMENTS

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages).
- (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document,
and
- (c) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
and
- (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).
- (e) BIR Certificate of registration.

Approved by:

GINA C. ESCALANTE

Bids and Awards Committee, Chairman