



Republic of the Philippines
PHILIPPINE STATISTICS AUTHORITY
REGIONAL STATISTICAL SERVICES OFFICE VII

REQUEST FOR QUOTATION

RFQ # 2019-02-041

The Philippine Statistics Authority-Regional Statistical Services Office VII (PSA-RSSO VII) through its Regional Office 7 Bids and Awards Committee (RO 7 BAC) will undertake Alternative Mode of Procurement, **Lease of Real Property or Venue** for the **Venue and accommodation for 2019 Geo-tagging of Building Structures 3rd Level Training of Negros Provincial Statistical Office on 11-15 March 2019.**

Name of Project	Venue and accommodation for 2019 Geo-tagging of Building Structures 3rd Level Training of Negros Provincial Statistical Office on 11-15 March 2019
Solicitation (If posted at the PhilGEPS)	0700-2019-02-008
Purchase Request No.	0746-2019-02-0012
Location	Dumaguete City, Negros Oriental
Brief Description	Venue and full board accommodation for 2019 Geo-tagging of Building Structures 3rd Level Training on 11-15 March 2019 w/ ABC of Php 1,700.00/pax
Quantity	40 pax per day
Approved Budget for the Contract (ABC)	Php 340,000.00
Contract Duration	11-15 March 2019
Date of Delivery	11-15 March 2019

Please quote your **best price** on the item/s listed below and submit personally your **SEALED QUOTATION** on or before **06 March 2019, 5:00 P.M** through the address below or through telefax nos. **(032)412-6794/256-0470** or through email address (**psa07.rbac@gmail.com**):

Regional Office 7 Bids and Awards Committee (R07-BAC)
Philippine Statistics Authority – RSSO VII
Gaisano Capital South Bldg, Colon St. Cebu City
Attn.: Mr. Caylord D. Niala/ Ms. Melita C. Jomud/ Ms. Irish B. Velasco
RO 7 BAC Secretariat
Contact Nos.: (032)412-6794/254-0470

OR

Philippine Statistics Authority – Negros Oriental Provincial Statistical Office
2/F Purple Bldg, Dumaguete City, Negros Oriental
Attn.: Ms. Maria Chilo A. Dimalaluan/ Ms. Crislor Vilas
Secretariat
Contact Nos.: (035) 422-4372


EDWINA M. CARRIAGA
RO 7 BAC Chairperson

Terms and Conditions:

- Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
- All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
- The following documentary requirements must be submitted during submission of the bid form / quotation:
 - Mayor's/Business Permit
 - PhilGEPS Registration Number/Certificate
 - Income/Business Tax Return
- Late submission of quotation shall not be accepted.
- Bids exceeding the ABC shall be disqualified.
- The Lowest Calculated and Responsive Bidder shall be informed immediately.
- Award of contract shall be made to the Lowest Calculated and Responsive Bidder and that it complies with the specifications and other terms and conditions as stated in the RFQ.
- The PSA reserves the right to reject any or all bid proposals, or declares 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.
- Mode of payment shall be made either through check or Advice to Debit Account (ADA) to the supplier.

BID FORM

Please don't forget to check on the **Compliance with Technical Specifications** column. Non-compliance will result to disqualification

Item/s and specification/s (minimum)	Unit	Qty.	Approved Budget Cost (ABC)	Unit Price (in Peso) Please indicate your offer/price here.	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
						YES	NO
2019 Geo-tagging of Building Structures 3rd Level Training on March 11-15, 2019 Venue and full-board accommodation for 2019 Geo-tagging of Building Structures on March 11-15, 2019 Rooms: *triple sharing Meals: *11-15 March 2019 - Buffet Breakfast, Lunch and Dinner, AM and PM snacks *Free flowing coffee and water Inclusions: *Free use of function room *Sound system w/ 2 units of microphone, projector, and projector screen Note: 1.)Kindly provide menu upon submission of the quotation. 2.)Specify any other inclusions, if there is.	pax	200 (40 pax x 5 days)	1,700.00/pax			()	()
TOTAL AMOUNT IN WORDS: _____							

Other Requirements:

After having carefully read and accepted your Terms and Conditions. I/We quote you on the item at prices noted above.

Printed Name of authorized representative/Signature _____

Position: _____

Name of Company _____

TIN #: _____ (Please specify if VAT or NON-VAT)

Address: _____ Email Address: _____

Fax No. _____ Tel No.: _____ Cellphone No. _____

Date: _____