

REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) **Provincial Statistical Office-Palawan**, through Regional Office-Bids and Awards Committee (RO-BAC) will undertake alternative mode of procurement **– LEASE OF VENUE** pursuant to the provisions of R.A. 9184, to wit;

Name of Project	2024 Census of Population and Community Based Monitoring System
Solicitation	2024-06-0319
Place of Delivery	El Nido, Palawan
Brief Description	Venue, Meals, and Accommodation
Quantity	1 lot
Approved Budget for the Contract (ABC)	P 690,800.00
Date of Delivery	June 30-July 7, 2024

Please quote your **lowest price** on the attached bid form and submit personally your **SEALED QUOTATION not later than 12:00PM on Tuesday, June 18, 2024** at the 2nd Floor, Goldraz Properties Building, Malvar Street, Puerto Princesa City, Palawan.

	CHARLYN ROMERO-CANTOS, PhD
Received by:	PSA-RO-BAC Chairperson
Name and Signature:	
Company:	
Date:	

Terms and Conditions:

- 1. All entries must be written legibly in the Bid Form.
- 2. Late submission of quotation shall not be accepted.
- 3. Bids exceeding the ABC shall be disqualified.
- 4. Requirements:
 - i. Copy of PhilGEPS Registration
 - ii. Mayor's Permit/Business Permit
 - iii. Income/Business Tax Return (for ABCs above P500K)
 - iv. Omnibus Sworn Statement (Emergency Procurement with ABC at least P500,000.00 and for Small Value Procurement with ABC at least P50,000.00)
- 5. Award of contract shall be made to the lowest/single calculated and responsive bid.
- 6. Terms of Payment shall be made through check/ADA payable to the supplier.
- 7. Warranty shall be for a period of six (6) months for goods and one (1) year for equipments from date of acceptance by the procuring entity.
- 8. Price validity shall be a period of 30 calendar days for goods and six (6) months for services.
- 9. Pending the perfection of Purchase Order/Service Agreement/Contract of Service, 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.



PHILIPPINE STATISTICS AUTHORITY Regional Statistical Services Office MIMAROPA REQUEST FOR QUOTATION Page 2



BID FORM

BID FORM	Ī	1	1	1				
Item/s and specification/s (minimum)		Qty	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check) YES NO			
Procurement of Venue for the 2024 Census of Population								
and Community Based Monitoring System in the	lot	1			,	`	,	`
Municipality of El Nido and Linapacan including Meals and Accommodations of the Enumerators, Team Supervisors,	lot	1			()	()
Census Area Supervisors, and PSO Staff								
Venue: El Nido, Palawan								
Mode of Payment: SEND BILL								
Date of Delivery: June 30-July 7, 2024			•					
REQUIREMENTS:								
VENUE								
 Spacious function room within the same building 								
that can accommodate at least 70 participants or at least					()	()
35 participants per hall								
- complimentary use of at least two (2) projectors					()	(
- with one (1) set of white board and markers					(<u>)</u>	(
-with at least 3 sets of microphones and sound system					()	()
- preferably with high speed wifi connection and for free use of participants					()	()
-no additional fee for use of laptops and other gadgets			•		()	1	١
- provision of electrical power outlets(extension wires) for						<i>]</i>	\	<i>!</i>
Laptop Computers					()	()
-with complimentary tarpaulin			•		()	()
INCLUSIONS:								
MEALS								
- submit menu (same menu for all participants for AM/PM snacks & lunch)					()	()
- free flowing coffee/tea			•		()	()
June 30-July 5, 2024 (6 days)								
Dinner (18 pax)								
July 6, 2024 (1 day)								
Dinner (2 pax)								
July 1-5, 2024 (5 days)								
AM Snacks, Lunch, and PM Snacks (70 pax)								
July 6, 2024 (1 day)								
AM Snacks, Lunch, and PM Snacks (14 pax)								
ACCOMMODATION (with complimentary breakfast)					()	()
One (1) Complimentary room for secretariat								
June 30 to July 6, 2024 (18 pax)					()	()
- Double/ Triple sharing with individual bed					`	•	`	,
Check In: June 30, 2024							<u> </u>	

Check Out: July 6, 2024				
July 6-7, 2024 (2 pax)				
- Single Occupancy (2 rooms)				
Check In: July 6, 2024				
Check Out: July 7, 2024				
Note: Food service and packaging shall be in compliance with				***************************************
the Office Memorandum No. 2023-178, entitled Guidelines on				
the Procurement of Meals and Catering Services for Philippine				
Statistics Authority Meetings, Events, and Other Activities,				
Mandating the Use of Ecologically Sustainable Products or				
Packaging Materials and Prohibition on the Use of Styrofoam				
and Single-use Plastics.				
nothing follows				
*Based on OM 2018-40E dated 06 July 2023				
TOTAL				
	<u> </u>	l	 	

Position:			
Name of Company			
Address:		Email Address:	
		Cellphone No	
Date:			
LBP Account No. of Establishm	ent:	Name of Payee:	
Tax Identification Number:		Copy of PhilGEPS Registration:	
BIR Registration: VAT	Non-VAT		
Canvassed by:			

DENNIS C. HILARIO

Canvasser