



Republic of the Philippines
PHILIPPINE STATISTICS AUTHORITY
Regional Statistical Services Office MIMAROPA



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	Briefing and Debriefing of Pretest for the Listing of Building
Solicitation	2024-09-0617
Place of Delivery	Municipality of Coron, Palawan
Brief Description	Venue including Meals and Accommodations
Quantity	1 Lot
Approved Budget for the Contract (ABC)	P 143,000.00
Date of Delivery	September 23-27, 2024

Please quote your **lowest price** on the attached bid form and submit personally your **SEALED QUOTATION not later than 5:00 PM on Wednesday, September 18, 2024** at the 2nd Floor, Goldraz Properties Building, Malvar Street, Puerto Princesa City, Palawan.

Received by:

Name and Signature: _____

Company: _____

Date: _____

VENERANDA F. MENDOZA
PSA-RO-BAC Chairperson

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.



2/F Emerald Building, J.P. Rizal St., Calapan City, Oriental Mindoro
Telephone: (043) 288-9744 / (043) 470-0598
Telefax: (043) 441-7371 / (043) 470-0716 / (043) 286-7491
rssomimaropa@psa.gov.ph



BID FORM

Item/s and Specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
Procurement of Venue for the Briefing and Debriefing of Pretest for the Listing of Building in the Municipality of Coron, Palawan including Meals and Accommodations of the Field Interviewers and Supervisors	Lot	1			()	()
Venue/ Location: Municipality of Coron, Palawan						
Mode of Payment: SEND BILL						
Date of Delivery: September 23-27, 2024						
Details:						
Function Room/Briefing Venue:						
September 23, 2024- Briefing						
September 27, 2024- Debriefing						
-Spacious function room within the same building can accommodate at least 13 participants						
-complimentary use of atleast two (2) projectors						
-no additional fee for use of laptops and other gadgets						
-with two (2) sets of whiteboard and markers						
-with at least three (3) sets of microphones/wireless microphones and sound system.						
-with complimentary tarpaulin for the briefing and debriefing						
-preferably with high speed wifi connection (at least 150mbps)						
-free round trip airport transfer						
Meals (submit menu)						
September 23, 2024:						
PM Snacks (13 pax)						
Buffet Lunch and Dinner (13 pax)						
September 24, 2024:						
Buffet Breakfast, Lunch and Dinner (13 pax)						
Packed AM and PM Snacks (13 pax)						
September 25, 2024:						
Buffet Breakfast, Lunch and Dinner (13 pax)						
Packed AM and PM Snacks (13 pax)						
September 26, 2024:						
Buffet Breakfast, Lunch and Dinner (13 pax)						
Packed AM and PM Snacks (13 pax)						
September 27, 2024:						
Buffet Breakfast and Lunch (13 pax)						
Plated AM Snacks (13 pax)						
Packed PM Snacks (13 pax) (take-out after check-						



out)						
Complimentary free-flowing coffee/tea						
Accommodation: (Single/Double/Triple sharing with individual bed.)						
September 23, 2024 (Arrival)						
Single Occupancy (2 rooms)						
Double Occupancy (4 rooms with individual bed)						
Triple Occupancy (1 room with individual bed)						
September 23 - 26, 2024 (Live-In for 3 days)						
Single Occupancy (2 room)						
Double Occupancy (4 rooms with individual bed)						
Triple Occupancy (1 room with individual bed)						
September 27 (Check-Out 12:00 noon)						
Nothing Follows						
*Allocation is based on OM 2018-40E dated July 06, 2023						
TOTAL						

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 _____

Address: _____ Email Address: _____

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

Date: _____

LBP Account No. of Establishment: _____ Name of Payee: _____

Tax Identification Number: _____ Copy of PhilGEPS Registration No.: _____

BIR Registration: ☐ VAT ☐ Non-VAT

Canvassed by:

CARLA JANE L. GUIRUELA

Canvasser



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