



Republic of the Philippines  
**PHILIPPINE STATISTICS AUTHORITY**  
Regional Statistical Services Office No. 6  
Iznart St., Iloilo City

**REGIONAL BIDS AND AWARDS COMMITTEE**  
Tel Nos: Tel Nos: (033) 335-0316, 335-0907

## REQUEST FOR QUOTATION (RFQ)

The Philippine Statistics Authority (PSA) Regional Statistical Services Office VI through its Regional Office Bids and Awards Committee (RO-BAC) will undertake Negotiated Procurement under Section 53.10 for the "Procurement of venue, meals and accommodation for the conduct of Procurement of venue, meals and accommodation for the conduct of 2024 Fisheries Surveys Second Level Training of PSA RSSO 6 - SOCD, Iloilo City." Details of the project is as follows:

<b>Name of Project</b>	Procurement of venue, meals and accommodation for the conduct of Procurement of venue, meals and accommodation for the conduct of 2024 Fisheries Surveys Second Level Training of PSA RSSO 6 - SOCD, Iloilo City.
<b>Reference</b>	PR No: 2024-0600-02-020
<b>Location</b>	Iloilo City
<b>Brief Description</b>	Procurement of venue, meals and accommodation for the conduct of Procurement of venue, meals and accommodation for the conduct of 2024 Fisheries Surveys Second Level Training of PSA RSSO 6 - SOCD, Iloilo City.
<b>Quantity</b>	As stated in the bid form
<b>Approved Budget for the Contract (ABC)</b>	<b>Php 155,400.00</b>
<b>Contract Duration</b>	<b>26 February to 01 March 2024</b>

Please quote your lowest price inclusive of VAT on the item/s listed below and submit the **sealed quotation** not later than 10:00 AM. of February , 2024 to be opened on the same day at 10:30 A.M., subject to the Terms and Conditions attached herewith. Submit your quotation duly signed by your representative to the Administrative Section, PSA Regional Statistical Services Office No. 6, 2nd Floor, J. Villanueva Bldg., Iznart St., Iloilo City. Address your quotation to Bids and Awards Committee, Attn: BAC Secretariat. Interested Bidders may obtain further information from the BAC Secretariat/Sub-TWG at Tel. No. (033) 335-0316 or (033) 335-0907.

  
**WILLIAM G. JARO**  
BAC Chairperson

### Terms and Conditions:

1. All entries must be typewritten/printed legibly. Any alterations, erasures or overwriting shall be signed or initialed by the person authorized to sign the quotation. Failure to use this form will result to disqualification of your bid.
2. Late submission of quotation shall not be accepted.
3. Bids exceeding the ABC shall be disqualified.
4. Award of contract shall be made to the Lowest Calculated Responsive Quotation (LCRQ), and complies with specifications and other terms and conditions as stated in the RFQ.
5. In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Entity to strictly provide the goods and services stated in the bid form.
6. The Lowest bidder shall be informed immediately and shall be asked to submit additional requirements within three days after the opening of bids or during post qualification.
7. Price should be valid forty (45) calendar days after the deadline of submission of quotation;
8. The PSA reserves the right to reject any of all bid proposals, or declare the bidding a failure, or not award the contract, and makes no assurance that a contract shall be entered into as a result of this invitation.

## BID FORM

Item No.	Item Description and Specification/s	Unit	Qty.	ABC (Unit Price)	ABC (Total Price)	Bid (Unit Price)	Total Bid Amount (VAT Inclusive)	Indicate Brand and Source of Goods (Local or Specify country of origin)
	Procurement of venue, meals and accommodation for the conduct of 2024 Fisheries Surveys Second Level Training of PSA RSSO 6 - SOCD, Iloilo City.							
	<b>26 February 2024</b>							
	Dinner	pax	12	500.00	6,000.00			
	Lodging (Twin Sharing with free breakfast)	pax	12	1,500.00	18,000.00			
	<b>27 February 2024</b>							
	Complimentary Breakfast	pax	12					
	AM Snacks	pax	15	150.00	2,250.00			
	Lunch	pax	15	500.00	7,500.00			
	PM Snacks	pax	15	150.00	2,250.00			
	Dinner	pax	21	500.00	10,500.00			
	Lodging (Twin Sharing with free breakfast)	pax	21	1,500.00	31,500.00			
	<b>28 February 2024</b>							
	Complimentary Breakfast	pax	21					
	Lunch	pax	21	500.00	10,500.00			
	PM Snacks	pax	21	150.00	3,150.00			
	Dinner	pax	15	500.00	7,500.00			
	Lodging (Twin Sharing with free breakfast)	pax	15	1,500.00	22,500.00			
	<b>29 February 2024</b>							
	Complimentary Breakfast	pax	15					
	Lunch	pax	15	500.00	7,500.00			
	PM Snacks	pax	15	150.00	2,250.00			
	Dinner	pax	12	500.00	6,000.00			
	Lodging (Twin Sharing with free breakfast)	pax	12	1,500.00	18,000.00			
	<b>01 March 2024 (Check-Out)</b>							
	Complimentary Breakfast	pax	12					
	<b>Conditions:</b>							
	Free Flowing Tea/Coffee							
	Lunch ia Buffet and Includes 2 Main Dish, 1 Appetizer, 1 Soup, Rice and Drinks							
	Free Use of Flat Iron							
	Provision of Two (2) Key Cards							
	With strong wifi connection in the room and function room							
	Provision of spacious function room good for 16 pax with social distancing							
	Free use of LCD projector, one projector							
	Free welcome or backdrop tarp 4'x8'							
	Classroom set-up and training room lighting should be daylight							
	Provision of electrical extension, LAN cable, 2 router							
	Submit Food Menu together with RFQ							
<b>TOTAL</b>					<b>155,400.00</b>			

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

\_\_\_\_\_  
Printed Name/Signature/Position

Date: \_\_\_\_\_

\_\_\_\_\_  
Name of Company

Tel. No.: \_\_\_\_\_

\_\_\_\_\_  
Address

Fax No: \_\_\_\_\_

Email Address: \_\_\_\_\_