



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 2024 Cereals Surveys Second Level Training of PSA RSSO 6 - SOCD, Iloilo City." Details of the project is as follows:

Name of Project	Procurement of venue, meals and accommodation for the conduct of 2024 Cereals Surveys Second Level Training of PSA RSSO 6 - SOCD, Iloilo City.
Reference	PR No: 2024-0600-02-027
Location	Iloilo City
Brief Description	Procurement of venue, meals and accommodation for the conduct of 2024 Cereals Surveys Second Level Training of PSA RSSO 6 - SOCD, Iloilo City.
Quantity	As stated in the bid form
Approved Budget for the Contract (ABC)	Php 175,500.00
Contract Duration	18 to 23 March 2024

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 March 12, 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 Cereals Surveys Second Level Training of PSA RSSO 6 - SOCD, Iloilo City.							
	18 March 2024							
	Dinner	pax	10	500.00	5,000.00			
	Lodging (Twin Sharing with free breakfast)	pax	10	1,500.00	15,000.00			
	19 March 2024							
	Complimentary Breakfast	pax	10					
	AM Snacks	pax	16	150.00	2,400.00			
	Lunch	pax	16	500.00	8,000.00			
	PM Snacks	pax	16	150.00	2,400.00			
	Dinner	pax	16	500.00	8,000.00			
	Lodging (Twin Sharing with free breakfast)	pax	15	1,500.00	22,500.00			
	20 March 2024							
	Complimentary Breakfast	pax	15					
	Lunch	pax	16	500.00	8,000.00			
	PM Snacks	pax	16	150.00	2,400.00			
	Dinner	pax	16	500.00	8,000.00			
	Lodging (Twin Sharing with free breakfast)	pax	15	1,500.00	22,500.00			
	21 March 2024							
	Complimentary Breakfast	pax	15					
	Lunch	pax	16	500.00	8,000.00			
	PM Snacks	pax	16	150.00	2,400.00			
	Dinner	pax	16	500.00	8,000.00			
	Lodging (Twin Sharing with free breakfast)	pax	15	1,500.00	22,500.00			
	22 March 2024							
	Complimentary Breakfast	pax	15					
	Lunch	pax	16	500.00	8,000.00			
	PM Snacks	pax	16	150.00	2,400.00			
	Dinner	pax	10	500.00	5,000.00			
	Lodging (Twin Sharing with free breakfast)	pax	10	1,500.00	15,000.00			
	23 March 2024							
	Complimentary Breakfast	pax	10					
	Total							
	Conditions:							
	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'							
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	Classroom set-up and training room lighting should be daylight							
	Provision of electrical extension, LAN cable, 2 router							
	Submit Food Menu together with RFQ							
	TOTAL				175,500.00			

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: _____