



**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 Procurement (RO-BAC) will undertake an Alternative Mode of Procurement under Section 53.10 (Lease of Venue) for the "Procurement of Meals, Venue, and Accommodation for the conduct of Training on the Framework for the Development of Environment Statistics (FDES) of PSA RSSO VI-SOCD" Details of the project are as follows:

<b>Name of Project</b>	Training on the Framework for the Development of Environment Statistics (FDES) of PSA RSSO VI-SOCD
<b>Reference</b>	PR 2024-0600-04-065
<b>Location</b>	Iloilo City
<b>Brief Description</b>	Procurement of Meals, Venue, and Accommodation for the conduct of the Training on the Framework for the Development of Environment Statistics (FDES)
<b>Quantity</b>	As stated in the bid form
<b>Approved Budget for the Contract (ABC)</b>	<b>Php 244,000.00</b>
<b>Contract Duration</b>	5 days

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 02 May 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)
	<b>Procurement of Meals, Venue, and Accommodation for the Development of Environment Statistics (FDES) 2013 of PSA RSSO VI-SOCD</b>							
	<b>May 20-24, 2024</b>							
	<b>May 20, 2024 (Check in)</b>							
	Dinner	pax	17	500	8,500.00			
	Lodging (with free breakfast)	pax	17	1500	25,500.00			
	<b>May 21, 2024</b>							
	Complimentary Breakfast	pax	17					
	Lodging (with free breakfast)	pax	17	1500	25,500.00			
	AM Snacks	pax	55	150	8,250.00			
	Lunch	pax	55	500	27,500.00			
	PM Snacks	pax	55	150	8,250.00			
	Dinner	pax	17	500	8,500.00			
	<b>May 22, 2024</b>							
	Complimentary Breakfast	pax	17					
	Lodging (with free breakfast)	pax	17	1500	25,500.00			
	AM Snacks	pax	55	150	8,250.00			
	Lunch	pax	55	500	27,500.00			
	PM Snacks	pax	55	150	8,250.00			
	Dinner	pax	17	500	8,500.00			
	<b>May 23, 2024</b>							
	Complimentary Breakfast	pax	17					
	AM Snacks	pax	55	150	8,250.00			
	Lunch	pax	55	500	27,500.00			
	PM Snacks	pax	55	150	8,250.00			
	Dinner	pax	5	500	2,500.00			
	Lodging (with free breakfast)	pax	5	1500	7,500.00			
	Check out	pax	12					
	<b>May 24, 2024 (Check out)</b>							
	Complimentary Breakfast	pax	5					
	<b>Participants:</b> CO staff (5), PSO (6), RSSO (6), Other RSSO (3), Data sources/RLAs (35)							
	<b>Condition:</b>							
	Bufet Breakfast							
	2 Main course, vegetable/soup, dessert, rice, chilled juice/soda for buffet lunch/dinner.							
	with strong wifi connection in the room and function room							
	free use of amenities of the hotel							
	provision of LCD and white screen							
<b>TOTAL =</b>					<b>244,000.00</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: \_\_\_\_\_