



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 Lease of Venue, Meals and Accommodation for the Conduct of July 2024 Labor Force Survey and 2024 Annual Poverty Indicators Survey Second Level Training of PSA RSSO VI - SOCD, Iloilo City." Details of the project is as follows:

Name of Project	July 2024 Labor Force Survey and 2024 Annual Poverty Indicators Survey Second Level Training of PSA RSSO VI - SOCD
Reference	PR No: 2024-0600-06-091
Location	Iloilo City
Brief Description	Procurement of Lease of Venue, Meals and Accommodation for the Conduct of July 2024 Labor Force Survey and 2024 Annual Poverty Indicators Survey Second Level Training of PSA RSSO VI - SOCD, Iloilo City
Quantity	As stated in the bid form
Approved Budget for the Contract (ABC)	Php 221,150.00
Contract Duration	6 Days

Please quote your lowest price inclusive of VAT on the item/s listed below and submit the **sealed quotation** not later than 01:00 PM. of June 18, 2024 to be opened on the same day at 01:30 P.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 Lease of Venue, Meals and Accommodation for the Conduct of July 2024 Labor Force Survey and 2024 Annual Poverty Indicators Survey Second Level Training of PSA RSSO VI - SOCD, Iloilo City								
	23 June 2024 (Check-In)								
	Dinner	pax	1	500.00	500.00				
	Lodging (Single with free breakfast)	pax	1	2,500.00	2,500.00				
	24 June 2024								
	Complimentary Breakfast	pax	1	-	-				
	AM Snacks	pax	18	500.00	9,000.00				
	Lunch	pax	19	500.00	9,500.00				
	PM Snacks	pax	19	150.00	2,850.00				
	Dinner	pax	19	500.00	9,500.00				
	Lodging (Twin Sharing with free breakfast)	room	19	1,250.00	23,750.00				
	25 June 2024								
	Complimentary Breakfast	pax	19	-	-				
	AM Snacks	pax	19	150.00	2,850.00				
	Lunch	pax	19	500.00	9,500.00				
	PM Snacks	pax	19	150.00	2,850.00				
	Dinner	pax	19	500.00	9,500.00				
	Lodging (Twin Sharing with free breakfast)	room	19	1,250.00	23,750.00				
	26 June 2024								
	Complimentary Breakfast	pax	19	-	-				
	AM Snacks	pax	19	150.00	2,850.00				
	Lunch	pax	19	500.00	9,500.00				
	PM Snacks	pax	19	150.00	2,850.00				
	Dinner	pax	19	500.00	9,500.00				
	Lodging (Twin Sharing with free breakfast)	room	19	1,250.00	23,750.00				
	27 June 2024								
	Complimentary Breakfast	pax	19	-	-				
	AM Snacks	pax	19	150.00	2,850.00				
	Lunch	pax	19	500.00	9,500.00				
	PM Snacks	pax	19	150.00	2,850.00				
	Dinner	pax	19	500.00	9,500.00				
	Lodging (Twin Sharing with free breakfast)	room	19	1,250.00	23,750.00				
	28 June 2024								
	Complimentary Breakfast	pax	19	-	-				
	AM Snacks	pax	19	150.00	2,850.00				
	Lunch	pax	19	500.00	9,500.00				
	PM Snacks	pax	19	150.00	2,850.00				
	Dinner	pax	1	500.00	500.00				
	Lodging (Twin Sharing with free breakfast)	room	1	2,500.00	2,500.00				
	29 June 2024								
	Complimentary Breakfast	pax	1	-	-				
	Participants: 19 pax (1 CO, 1 OIC-RD, 1 CSS, 1 RFP, 1 AFP, 2 Aklan, 2 Antique, 2 Capiz, 2 Guimaras, 3 Iloilo, 3 Negros Occ)								
	Amenities & Other Requirements:								
	Free use of (1) one well lighted and airconditioned function room with tables and chairs with atleast 50 pax can								
	Fast and Stable Wi-Fi/Internet connection at the function room								
	Provision of two (2) projectors with electricity; Free Use of Flat Iron in every room								
	Free use of at least two (2) microphones, audio system abd 1 (one) wide screen at the function room								
	Free Flowing Tea/Coffee at the function room								
	Buffet Lunch includes: 1 Appetizer, 2-3 Main Dish, 1 Side Dish, 1 Soup, 1 Dessert, Fruits, Soda and/or Canned								
	No powdered drink, hot Chocolate upon request of the guests								
	Submit Food Menu together with RFQ								
	Incase of the unforeseen events, the PSA reserve the rights to cancel/reschedule the activity								
	TOTAL = 221,150.00								

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

Name of Company

Address

Date: _____

Tel. No.: _____

Fax No: _____

Email Address: _____