



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 Procurement (RO-BAC) will undertake an Alternative Mode of Procurement under Section 53.10 (Lease of Venue) for the "Procurement of Lease of Venue, Meals and Accommodation for the conduct of Technical Session on Water Flow Accounts of PSA RSSO VI-SOCD" Details of the project are as follows:

Name of Project	Technical Session on Water Flow Accounting
Reference	PR 2024-0600-06-092
Location	Kalibo, Aklan
Brief Description	Procurement of Lease of Venue, Meals and Accommodation for the conduct of Technical Session on Water Flow Accounts of PSA RSSO VI-SOCD (Lot 1)
Quantity	As stated in the bid form
Approved Budget for the Contract (ABC)	Php 106,400.00
Contract Duration	3 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 27 June 2024 to be opened on the same day at 01:00 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)	
Lot 1	Procurement of Lease of Venue, Meals and Accommodation for the conduct of Technical Session on Water Flow Accounts of PSA RSSO VI-SOCD							
	July 22-24, 2024 (Kalibo, Aklan)							
	July 22, 2024 (Check in)							
		Dinner	pax	19	500	9,500.00		
		Lodging (with free breakfast)	pax	19	1500	28,500.00		
	July 23, 2024							
		Complimentary Breakfast	pax	19				
		AM Snacks	pax	19	150	2,850.00		
		Lunch	pax	19	500	9,500.00		
		PM Snacks	pax	19	150	2,850.00		
		Dinner	pax	19	500	9,500.00		
		Lodging (with complimentary breakfast)	pax	19	1500	28,500.00		
	July 24, 2024 (Check out)							
		Complimentary Breakfast	pax	19				
		AM Snacks	pax	19	150	2,850.00		
		Lunch	pax	19	500	9,500.00		
		PM Snacks	pax	19	150	2,850.00		
	Participants: 19 pax: CO staff (3), RSSO (4), PSO (1), Data sources/RLA's (10)							
	Condition: Buffet 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							
	TOTAL =					106,400.00		

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: _____