Regional Statistical Services Office No. 6 Iznart St., Iloilo City

REGIONAL BIDS AND AWARDS COMMITTEE

Tel Nos: (033) 335-0316, 335-0907

REQUEST FOR QUOTATION (RFQ)

The Philippine Statistics Authority (PSA) through its Regional Office Bids and Awards Committee (BAC) will undertake Negotiated Procurement under Section 53.10, for the "Procurement of Venue, Meals and Accommodation for the conduct of the 2024 Mid-Year Performance Review of PSA Regional Statistical Services Office 6." Details of the project is as follows:

Name of Project	Procurement of Venue, Meals and Accommodation for the conduct of the 2024 Mid-Year Performance Review of PSA RSSO VI.				
Reference	PR No. 2024-0600-07-113				
Location	lloilo City				
Brief Description	Venue, Meals and Accommodation for the conduct of the 2024 Mid- Year Performance Review of PSA RSSO VI.				
Quantity	as stated in the bid form				
Approved Budget for the Contract (ABC)	Php 123,300.00				
Contract Duration	July 29-31, 2024 (3days and 2 nights)				

Please quote your lowest price inclusive of VAT on the item/s listed below and submit the **sealed quotation** not later than 9:00 A M. of July 23, 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, 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.

BAC Chairpewrson

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. Please submit Food Menu together with this RFQ.
- 8. Price should be valid forty (45) calendar days after the deadline of submission of quotation;
- 9. 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)
	Venue, Meals and Accommodation for the conduct of the 2024 Mid-Year Performance Review of PSA RSSO VI. (July 29-31, 2024)						
	July 29, 2024		22	200.00	4 400 00		
	AM Snacks	pax	22	200.00	4,400.00		
	Lunch	pax	22	550.00	12,100.00		
	PM Snacks	pax	22	200.00	4,400.00		
	Dinner Lodging (double/triple sharing)	pax	22	550.00	12,100.00 18,200.00		
	July 30, 2024	pax	14	1,300.00	16,200.00		
	Complimentary Breakfast	pax	14	-			
	AM Snacks	pax	22	200.00	4,400.00		
	Lunch	pax	22	550.00	12,100.00		
	PM Snacks	pax	22	200.00	4,400.00		
	Dinner	pax	22	550.00	12,100.00		
	Lodging (double/triple sharing)	pax	14	1,300.00	18,200.00		
	July 31, 2024						
	Complimentary Breakfast	pax	14	-			
	AM Snacks	pax	22	200.00	4,400.00		
	Lunch	pax	22	550.00	12,100.00		
	PM Snacks	pax	22	200.00	4,400.00		
	Check-out						
	Participants:						
	22 pax (1-OIC RD, 11-SOCD Personnel, 10-CRASD Personnel)						
	Condition:						
	Free Flowing Tea/Coffee						
	Lunch & Dinner - Buffet and Includes 2 Main Dish, 1 Appetizer, 1 Soup, Dessert, Rice and Drinks						
	Submit Food Menu together with RFQ						
	Free use of function room that can accommodate 22 pax						
	provision for sound system and at least two(2) microphones						
	with strong wifi connection at the venue and rooms						
	participants may increase or decrease by 10%						
						TOTAL =	

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

	Date:
Printed Name/Signature/Position	
	Tel. No.:
Name of Company	Fax No:
	Email Address:
Address	