



REGIONAL BIDS AND AWARDS COMMITTEE

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 October 2024 Consumer Expectations Survey (CES) 2nd Level Training of SOCD, PSA RSSO VI, Iloilo City" Details of the project is as follows:

Name of Project	Procurement of Venue, Meals and Accommodation for the conduct of October 2024 Consumer Expectations Survey (CES) 2nd Level Training of SOCD, PSA RSSO VI, Iloilo City
Reference	PR No. 2024-0600-09-147
Location	Iloilo City
Brief Description	Procurement of Venue, Meals and Accommodation for the conduct of October 2024 Consumer Expectations Survey (CES) 2nd Level Training of SOCD, PSA RSSO VI, Iloilo City
Quantity	As stated in the bid form
Approved Budget for the Contract (ABC)	Php 67,750.00
Contract Duration	30 September - 01 October 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 September __, 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 October 2024 Consumer Expectations Survey (CES) 2nd Level Training of SOCD, PSA RSSO VI, Iloilo City							
	30 September							
	Breakfast	pax	17	500.00	8,500.00			
	Lunch	pax	17	500.00	8,500.00			
	PM Snacks	pax	17	150.00	2,550.00			
	Dinner	pax	17	500.00	8,500.00			
	Lodging (Twin Sharing with free breakfast)	room	9	2,900.00	26,100.00			
	01 October							
	Complimentary breakfast (check-out)	room	9	-	-			
	AM Snacks	pax	17	150.00	2,550.00			
	Lunch	pax	17	500.00	8,500.00			
	PM Snacks (packed)	pax	17	150.00	2,550.00			
	Conditions:							
	2 Main course, vegetable/soup, dessert, rice, chilled juice/soda for dinner. No dory for fish.							
	with free flowing coffee/choco in the function room							
	with strong wifi connection in the room and function room							
	provision of spacious function room good for 17 pax with social distancing							
	free use of projector and its screen							
	free complimentary water and toiletries in the room daily							
	free use of amenities of the hotel							
	Classroom set-up and training room lighting should be daylight							
	2 parking slots for PSA vehicles							
	Number of participants may decrease or increase							
TOTAL =					67,750.00			

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: _____