



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 "Lease of Venue, Meals and Accommodation for the Conduct Regional Dissemination on the 2023 Official Poverty Statistics." Details of the project is as follows:

Name of Project	Lease of Venue, Meals and Accommodation for the Conduct Regional Dissemination on the 2023 Official Poverty Statistics
Reference	PR No. 2024-0600-10-159
Location	Iloilo City
Brief Description	Procurement of Lease of Venue, Meals and Accommodation for the Conduct Regional Dissemination on the 2023 Official Poverty Statistics
Quantity	As stated in the bid form
Approved Budget for the Contract (ABC)	Php 98,500.00
Contract Duration	18 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 October 10, 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)
	Lease of Venue, Meals and Accommodation for the Conduct Regional Dissemination on the 2023 Official Poverty Statistics							
	17-19 October 2024							
	17 October 2024 (Check-In)							
	Dinner	pax	18	500.00	9,000.00			
	Lodging (twin sharing with free breakfast)	pax	18	1,250.00	22,500.00			
	18 October 2024							
	Complimentary Breakfast	pax	18					
	AM Snacks	pax	75	150.00	11,250.00			
	Lunch	pax	75	500.00	37,500.00			
	PM Snacks	pax	75	150.00	11,250.00			
	Dinner	pax	4	500.00	2,000.00			
	Lodging (twin sharing with free breakfast)	pax	4	1,250.00	5,000.00			
	19 October 2024 (Check-Out)							
	Complimentary Breakfast	pax	4					
	 <i>Participants:</i> 75 pax (4 CO, 1 OIC, 1 CSS, 1 SSS, 1 Focal Person, 1 Assistant Focal, 5 SOCD Staff/Poverty Team, 6 PSOs, 6 PSOs FPs, RSC Members, 10 Tri-Media Partners, 6 PPDOs FPs, 2 HUCs FPs)							
	 <i>Condition:</i> Fast and Stable Wi-Fi/Internet connection at the function room Provision of two (2) projectors with electricity Free use of at least two (2) microphones, audio system and one (1) wide screen at the function room Free Flowing Tea/Coffee at the function room Buffet Lunch includes: 1 Appetizer, 3 Main Dish, 1 Side Dish, 1 Soup, 1 Dessert, Fruits, Soda and/or Canned Juice and Rice							
TOTAL =					98,600.00			

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: _____