



Republic of the Philippines
PHILIPPINE STATISTICS AUTHORITY
Aklan Provincial Statistical Office
Kalibo, Aklan

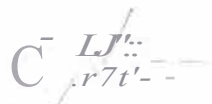
REGIONAL BIDS AND AWARDS COMMITTEE
Tel Nos: (033) 335-0316 / (033) 335-0907

REQUEST FOR QUOTATION (RFQ)

The Philippine Statistics Authority (PSA) Aklan Provincial Statistical Office through its Regional Office Bids and Awards Committee (RO-BAC) will undertake Alternative Mode of Procurement under Section 53.1 O (Lease of Real Property and Venue) for the "2024 Popcen-CBMS" Details of the project is as follows:

Name of Project	2024 Popcen-CBMS
Reference	PR No: 2024-0604-05-041
Location	Aklan
Brief Description	Procurement of Lease of Venue, Accommodation and Meals for the Provincial Training of 2024 Popcen-CBMS of PSA Aklan PSO
Quantity	as stated in the bid form
Approved Budget for the Contract (ABC)	PHP 510,700.00
Contract Duration	June 17-22, 2024 (6 days)

Please quote your lowest price inclusive of VAT on the item/s listed below and submit the sealed quotation not later than **9:00 AM** of **June 04, 2024** to be opened on the same day at 10:30 AM., subject to the Terms and Conditions attached herewith. Submit your quotation duly signed by your representative to the Administrative Section, PSA Aklan Provincial Statistical Office, Kalibo, Aklan. 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 (036) 268-9217 or (036) 268-3373.


WILLIAM G. JARO
BAC Chairperson

Terms and Conditions:

1. All entries must be typewritten/printed legibly. Any alterations, erasures or CMIFwriting 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 the - 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 an 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 NAT Inclusive)
	Procurement of Lease of Venue, Accommodation and Meals for the Provincial Training of 2024 Popcen-CBMS of PSA Aklan PSO						
	June 17-22. 2024 (6 days)						
	June 17, 2024 (day 1, check-in)						
	Room Accommodation, double-sharing	rooms	12	2,500.00	30,000.00		
	Room Accommodation, triple-sharing	rooms	4	3,500.00	14,000.00		
	AM Snacks	pax	57	150.00	8,550.00		
	Lunch	pax	57	300.00	17,100.00		
	PM Snacks	pax	57	150.00	8,550.00		
	Dinner	pax	36	300.00	10,800.00		
	June 18, 2024 (day 2)						
	Room Accommodation, double-sharing	rooms	12	2,500.00	30,000.00		
	Room Accommodation, triple-sharing	rooms	4	3,500.00	14,000.00		
	Complimentary breakfast	pax	36	-	-		
	Breakfast	pax	21	300.00	6,300.00		
	AM Snacks	pax	57	150.00	8,550.00		
	Lunch	pax	57	300.00	17,100.00		
	PM Snacks	pax	57	150.00	8,550.00		
	Dinner	pax	36	300.00	10,800.00		
	June 19, 2024 (day 3)						
	Room Accommodation, double-sharing	rooms	12	2,500.00	30,000.00		
	Room Accommodation, triple-sharing	rooms	4	3,500.00	14,000.00		
	Complimentary breakfast	pax	36	-	-		
	Breakfast	pax	21	300.00	6,300.00		
	AM Snacks	pax	57	150.00	8,550.00		
	Lunch	pax	57	300.00	17,100.00		
	PM Snacks	pax	57	150.00	8,550.00		
	Dinner	pax	36	300.00	10,800.00		
	June 20, 2024 (day 4)						
	Room Accommodation, double-sharing	rooms	12	2,500.00	30,000.00		
	Room Accommodation, triple-sharing	rooms	4	3,500.00	14,000.00		
	Complimentary breakfast	pax	36	-	-		
	Breakfast	pax	21	300.00	6,300.00		
	AM Snacks	pax	57	150.00	8,550.00		
	Lunch	pax	57	300.00	17,100.00		
	PM Snacks	pax	57	150.00	8,550.00		
	Dinner	pax	36	300.00	10,800.00		
	June 21, 2024 (day 5)						

BID FORM

Item No.	Item Description and Specification/s	Unit	Qty.	ABC (Unit Price)	ABC (Total Price)	Bid (Unit Price)	Total Bid Amount NAT Inclusive)
	Room Accommodation, double-sharing	rooms	12	2,500.00	30,000.00		
	Room Accommodation, triple-sharing	rooms	4	3,500.00	14,000.00		
	Complimentary breakfast	pax	36	-	-		
	Breakfast	pax	21	300.00	6,300.00		
	AM Snacks	pax	57	150.00	8,550.00		
	Lunch	pax	57	300.00	17,100.00		
	PM Snacks	pax	57	150.00	8,550.00		
	Dinner	pax	36	300.00	10,800.00		
	June 22, 2024 (day 6)						
	Complimentary breakfast	pax	36	-	-		
	Breakfast	pax	21	300.00	6,300.00		
	AM Snacks	pax	57	150.00	8,550.00		
	Lunch	pax	57	300.00	17,100.00		
	PM Snacks	pax	57	150.00	8,550.00		
	Total				510,700.00		
	Participants: 53 pax (1 CSS, 12 PSA staff, 17 MPDC/staff, 1 DILG staff, 22 Hired CAS)						
	Conditions:						
	*Request for Menu: Three main course: Fish/Beef, Pork or Chicken						
	Vegetables/Fruits/dessert/juice Drink						
	• with free flowing coffee						
	Specs for AM/PM Snacks: Packaging: Recyclable (e.g. carton or paper-made material, wooden spoon and fork, paper cups, paper straws						
	Specs for Breakfast/Lunch/Dinner: Buffet style catering service: Reusable plates, mugs and cutlery						
	Note: Food service and packaging shall be in compliance with the Office Memorandum No. 2023-178, entitled Guideline on the Procurement of Meals and Catering Services for Philippine Statistics Authority Meetings, Events, and Other Activities, Mandating the Use of Ecologically Sustainable Products or Packaging Materials and Prohibition on the use of Styrofoam and Single-use Plastics						
TOTAL=							

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

Date: _____

Name of Company

Tel. No.: _____

Address

Fax No.: _____

Email Address: _____