



Republic of the Philippines
PHILIPPINE STATISTICS AUTHORITY
Regional Statistical Services Office No. 6
Iznart St., Iloilo City

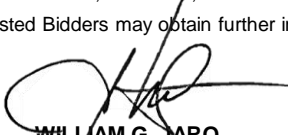
REGIONAL BIDS AND AWARDS COMMITTEE
Tel Nos: (033) 335-0316, 335-0907

REQUEST FOR QUOTATION (RFQ)

The Philippine Statistics Authority (PSA) Regional Statistical Services Office VI through its Bids and Awards Committee (BAC) will undertake Negotiated Procurement under Section 53.10 (Lease of Real Property and Venue) for the "Procurement of Procurement of Lease of Venue, Meals and Accommodation for the Conduct of 3rd Level Training on 2023 Census of Philippine Business and Industry (CPBI) and 2023 Input and Output Survey of Philippine Business and Industry (IOSPBI) of PSA Iloilo Provincial Statistical Office". Details of the project is as follows:

Name of Project	2023 Census of Philippine Business and Industry (CPBI) and 2023 Input and Output Survey of Philippine Business and Industry (IOSPBI)
Reference	PR No: 2024-0630-03-016
Location	Iloilo City
Brief Description	Procurement of Procurement of Lease of Venue, Meals and Accommodation for the Conduct of 3rd Level Training on 2023 Census of Philippine Business and Industry (CPBI) and 2023 Input and Output Survey of Philippine Business and Industry (IOSPBI) of PSA Iloilo Provincial Statistical Office
Quantity	1 Lot
Approved Budget for the Contract (ABC)	Php182,150.00
Contract Duration	March 31, 2024 to April 5, 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 09:00 A.M. on _____ to be opened on the same day at 10:00 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 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 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 Please submit/update your registration with the PSA (please disregard if you have already submitted/updated your registration with us). If none yet, **submit, together with your quotation the photocopy of you PhilGeps Registration, DTI/SEC Registration Municipal and Business Permit.**
- 7 Prospective Bidder may bid for one (1) Lot only or for both Lots.
- 8 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. PSA may require the bidder to submit sample of the item for evaluation.
- 9 Price should be valid for forty-five (45) calendar days after the deadline of submission of quotation;
- 10 The PSA reserves the right to reject any 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)
LOT 1	Procurement of Lease of Venue, Meals and Accommodation for the Conduct of 3rd Level Training on 2023 Census of Philippine Business and Industry (CPBI) and 2023 Input and Output Survey of Philippine Business and Industry (IOSPBI) of PSA Iloilo Provincial Statistical Office							
	2023 CPBI / IOSPBI 3rd Level Training March 31, 2024 to April 5, 2024 (6 Days)							
	March 31, 2024							
	Lodging (Twin-sharing) with complimentary breakfast	pax	8	1,200.00	9,600.00	_____	_____	
	April 1, 2024							
	AM Snacks	pax	31	200.00	6,200.00	_____	_____	
	Lunch	pax	31	450.00	13,950.00	_____	_____	
	PM Snacks	pax	31	200.00	6,200.00	_____	_____	
	Lodging (Twin-sharing) with complimentary breakfast	pax	8	1,200.00	9,600.00	_____	_____	
	April 2, 2024							
	AM Snacks	pax	31	200.00	6,200.00	_____	_____	
	Lunch	pax	31	450.00	13,950.00	_____	_____	
	PM Snacks	pax	31	200.00	6,200.00	_____	_____	
	Lodging (Twin-sharing) with complimentary breakfast	pax	8	1,200.00	9,600.00	_____	_____	
	April 3, 2024							
	AM Snacks	pax	31	200.00	6,200.00	_____	_____	
	Lunch	pax	31	450.00	13,950.00	_____	_____	
	PM Snacks	pax	31	200.00	6,200.00	_____	_____	
	Lodging (Twin-sharing) with complimentary breakfast	pax	8	1,200.00	9,600.00	_____	_____	
	April 4, 2024							
	AM Snacks	pax	31	200.00	6,200.00	_____	_____	
	Lunch	pax	31	450.00	13,950.00	_____	_____	
	PM Snacks	pax	31	200.00	6,200.00	_____	_____	
	Lodging (Twin-sharing) with complimentary breakfast	pax	8	1,200.00	9,600.00	_____	_____	
	April 5, 2024							
	AM Snacks	pax	31	200.00	6,200.00	_____	_____	
	Lunch	pax	31	450.00	13,950.00	_____	_____	
	PM Snacks	pax	31	200.00	6,200.00	_____	_____	
Lodging (Twin-sharing) with complimentary breakfast	pax	2	1,200.00	2,400.00	_____	_____		
					182,150.00			

Participants:
 30 pax (1 OIC-CSS, 1 Focal Person, 1 Asst. Focal Person, 1 PSA IPSO Staff, 2 PSA CO Personnel, 1 RCC, 4 Team Supervisors, 20 Statistical Researchers)

Amenities & Other Requirements:

A.) Free use of (1) One well lighted and airconditioned function room (class room type) with tables and chairs with atleast 31 pax function room accommodation that observes physical/social distancing from 8:00AM to 5:00PM with Backdrop and Welcome Streamer

B.) Fast and Stable Wi-Fi/ Internet connection per function room(s).

C.) Free flowing coffee/tea and drinking water in Function Room

D.) Free use of at least two (2) microphones and audio system in Function Room

F.) Free use of one (1) wide screen and provision of extension outlets in Function Room

G.) Provision of Nearby Electrical Outlet n Function Room

H.) Buffet Breakfast, Lunch and Dinner includes: 1 Appetizer, 2-3 Main Dish, 1 Side Dish, 1 Soup, 1 Dessert, Fruits, Soda and/or Canned Juice and Rice.

I.) Request of Menu for meals.

J.) Free use of Hotel amenities like gym, swimming pool, parking space and internet access are available for use, free of charge for all participants.

K.) Free Use of Clothes Iron in Every Room.

L.) Provision of two (2) Key Cards in Every Room.

M.) Provision of Electric Water Keattle with Bottled Water, Coffee/Tea.

*Note: Incase of unforeseen events, the PSA reserve the rights to cancel/reschedule the activity.

*Basic Health Protocols for COVID-19 is strictly adhere in the Venue.

*Payments for Venue, Meals and Accommodation will based on actual billing.

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

Name of Company

Address

Date: _____

Tel. No.: _____

Fax No: _____

Email Address: _____