



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

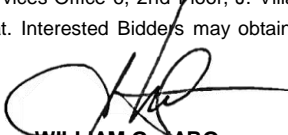
REGIONAL BIDS AND AWARDS COMMITTEE
Tel Nos: (033) 335-0316, 335-0907

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 and Meals for the conduct of 1st Quarter 2024 Provincial Statistics Committee (PSC) Meeting and Convening of Provincial CBMS Coordination Board (PCCB) for of PSA Iloilo

Name of Project	1st Quarter 2024 Provincial Statistics Committee (PSC) Meeting and Convening of Provincial CBMS Coordination Board (PCCB)
Reference	PR No: 2024-0630-03-019
Location	Iloilo City
Brief Description	Procurement of Procurement of Lease of Venue and Meals for the conduct of 1st Quarter 2024 Provincial Statistics Committee (PSC) Meeting and Convening of Provincial CBMS Coordination Board (PCCB) for of PSA Iloilo Provincial Statistical Office
Quantity	1 Lot
Approved Budget for the Contract (ABC)	Php 42,500.00
Contract Duration	April 2, 2024

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 March 26, 2024 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. 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)
	<p>Procurement of Lease of Venue and Meals for the conduct of 1st Quarter 2024 Provincial Statistics Committee (PSC) Meeting and Convening of Provincial CBMS Coordination Board (PCCB) for of PSA Iloilo Provincial Statistical Office</p> <p>April 2, 2024 (1 Day)</p> <p>AM Snacks</p> <p>Lunch</p> <p>PM Snacks</p> <p><i>Participants:</i> 50 pax (22 PSC - Member, 23 - PCCB Members, 5 - PSA IPSO Personnel)</p> <p><i>Amenities & Other Requirements:</i></p> <p>A.) Free use of (1) One well lighted and airconditioned function room (class room type) with tables and chairs with atleast 50 pax function room accommodation that observes physical/social distancing from 8:00AM to 5:00PM on April 2, 2024</p> <p>B.) Provision of one (1) Backdrop per function room and at least one (1) Welcome Streamer.</p> <p>C.) Fast and Stable Wi-Fi/ Internet connection in function room(s).</p> <p>D.) Free flowing coffee/tea and drinking water in function room(s).</p> <p>E.) Provision of two (2) projectors and wide screen in function room(s).</p> <p>F.) Free use of at least two (2) microphones and audio system per function room(s).</p> <p>G.) Buffet 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.</p> <p>H.) In case of unforeseen events, the PSA reserve the rights to cancel/reschedule the activity.</p> <p><i>*Note: Basic Health Protocols for COVID-19 is strictly adhere in the Training Venue.</i></p> <p><i>*Payments for Venue, Meals, Accommodation and will based on actual billing.</i></p>	<p>pax</p> <p>pax</p> <p>pax</p>	<p>50</p> <p>50</p> <p>50</p>	<p>200.00</p> <p>450.00</p> <p>200.00</p>	<p>10,000.00</p> <p>22,500.00</p> <p>10,000.00</p>	<p>_____</p> <p>_____</p> <p>_____</p>	<p>_____</p> <p>_____</p> <p>_____</p>	
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: _____