

REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake alternative mode of procurement, (shopping, small value, etc.)

Name of Project	Venue, Meals & Accommodation Writeshop on Guidelines for				
	Processing of Validated Layers and Boundaries				
Solicitation	PR No. CTCO 18-10-012				
Location	Quezon City				
Brief Description	Procurement of Goods				
Quantity	See attached Bid Form				
Approved Budget for the					
Contract (ABC)	₱ 200,000.00				
Contract Duration					

Please quote your **lowest price** on the item/s listed below and submit personally your **SEALED QUOTATION** not later than 5:00 pm on <u>November 26</u>, <u>2018</u> at the **General Services Division**, 11th FIr., Cyberpod One Enton Centris, Diliman, Quezon City.

BAC Chairperson

Terms and Conditions:

- 1. Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
- 2. All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disgualification of your bid.
- 3. Late submission of quotation shall not be accepted.
- 4. Bids exceeding the ABC shall be disqualified.
- 5. 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.
- 6. Award of contract shall be made to the lowest quotation, and complies with the specifications and other terms and conditions as stated in the RFQ.
- 7. Terms of Payment shall be made through check payable to the supplier.
- 8. The PSA reserves the right to reject any or all bid proposals, or declares the bidding a failure, or not to award the contract, and makes no assurance that a contract shall be entered into as a result of this invitation.

PHILIPPINE STATISTICS AUTHORITY REQUEST FOR QUOTATION

Page 2

BID FORM

Item/s and specification/s (minimum)		Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check) YES NO	
Venue, Meals & Accommodation Writeshop on Guidelines for Processing of Validated Layers and Boundaries Date: 10 to 14 December 2018	рах	20			() () () ()	() () () ()
 Venue with 1 Function room Spacious function room (to accommodate 20 persons) Flowing brewed coffee, tea and candies Sound-proof and bright lights With large whiteboard and markers Free use of One(1) projector and screen Free use of two (2) microphones for the use during the training Free use of fast, strong/stable internet connection for the use during training Free charge of electricity for laptops, printers, tablets, etc. Room accommodation with complimentary buffet breakfast One (1) room for single occupancy Two (2) rooms for twin sharing separate beds Five (5) rooms for Triple sharing separate beds Check-in: 10 December 2018; Check out: 14 December 2018 Meals: Buffet lunch and dinner with at least 3 main courses with appetizer, soup, dessert and drinks. With PM snacks Mode of Payment – Send Bill Within Metro Manila preferably Pasig City xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx				Total amount in words:		

Other Requirements:

After having carefully read and accepted your Terms and Conditions. I/We quote you on the item at prices noted above.

Printed Name of author	orized representative/Sign	nature	
Position:			
Address:		Email Address:	
	. Tel No.:		
Date:		•	