

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.)** for <u>Venue, Food and Accommodation</u>

Name of Project	Supply and Delivery of Venue, Food and Accommodation
Solicitation	PR No. ESSS-18-10-188
Location	Metro Manila or Rizal Province
Brief Description	Procurement of Good
Quantity	See attached Bid Form
Approved Budget for the	
Contract (ABC)	₱ 120,000.00
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>October 31, 2018</u> at the **General Services Division**, 11th Flr., 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 disqualification 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.

BID FORM

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check) YES NO
TERMS OF REFERENCE					() ()
Venue, food and accommodation	pax	-20-	₽	₽	
for the Preparatory Workshop for the Pilot	-				
Survey of BLPS Design and Enhancement of					
Livestock and Poultry (L & P) Survey					
Questionnaires					
Questionnalles					()()
LIVE IN PACKAGE					()()
- 20 participants for 3 days					() ()
- Within Metro Manila or Rizal Province					
- Send Bill					
Check-in: 05 December 2018, 2:00 PM					
Check-out: 07 December 2018, 12:00 NN					()
Room Accommodation:					()
10 Twin Sharing					
FOOD REQUIREMENTS:					
- Buffet AM/PM Snacks, Lunch and Dinner					() ()
- (2) Breakfast, (3) Lunch, (2) Dinner					()()
- (3) AM Snacks, (3) PM Snacks					()()
Other Requirements: 1. With Function Room that can accommodate 20 persons					()()
 With Function Room that can accommodate 20 persons Provision of facilities such as multimedia projector and 					
screen, sound system, microphone, pads and pencils and					
extension cords.					
3. Strong Wifi Connection				Total amount in	
 Airconditioned Room Spacious and comfortable rooms that can accommodate 2 				words:	
persons					
6. No columns/pillar within the room					
7. Provision of flowing coffee/drinking water					
8. Free Welcome Streamer					
For ESSS-LPSD use					

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	rized representative/Sign	ature	
Position:			
Name of Company			
Address:		Email Address:	
Fax No	Tel No.:	Cellphone No	
Date:			