REPUBLIC OF THE PHILIPPINES PHILIPPINE STATISTICS AUTHORITY

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>FOOD VENUE</u> <u>AND ACCOMMODATION</u>. Details of the procurement are as follows:

Name of Project	Workshop for the 2019 Pilot Redesigned Palay and Corn
	Production Survey (PCPS)
Solicitation	P. R. No. ESSS-18-10-207
Location	Quezon City
Brief Description	Procurement of OFFICE SUPPLIES.
Quantity	See attached bid form.
Approved Budget for the	
Contract (ABC)	₱ 140,000.00
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 16, 2018</u> at the General Services Division, 11th Flr., Cyberpod One Eton 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.

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BID FORM

Item(s) and specification(s) (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (pls. check)	
 Workshop for the 2019 Pilot Redesigned Palay and Corn Production Survey (PCPS) from 28 to 30 November 2018 -good for 35 participants -from 28 to 30 November 2018 -15 rooms (9 triple sharing- individual beds) (2 twin sharing, individual beds) (2 twin sharing, individual beds) (4 single rooms) Check In Time: 2:00 PM (28 November 2018) Check Out Time: 8:00 AM (30 November 2018) Check Out Time: 8:00 AM (30 November 2018) Meals : Managed Buffet -Provision of flowing coffee/drinking water Day 1: AM Snacks, Lunch, PM Snacks, Dinner Day 2: Breakfast, AM Snacks, Lunch, PM Snacks, Dinner Day 3: Breakfast Venue: -Preferably within San Mateo Rizal Other requirements: -spacious Training Room -Air Conditioned rooms -Unlimited Wi-Fi access -Provision of facilities such as multimedia projector screen, sound system, microphone, note pads, pencil, and extension cords -Free Welcome Streamer x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-	pax	35		Total Amount in words:		NO

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 authorized representative/Signature______ Position: ______ Name of Company ______ Address: ______ Email Address: ______ Fax No. _____. Tel No.: _____ Cellphone No._____