

## 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. MAS-18-10-149
Location	Within Quezon City near PSA Eton Centris 3, Quezon City
Brief Description	Procurement of Good
Quantity	See attached Bid Form
Approved Budget for the	
Contract (ABC)	₱ 504,000.00
Contract Duration	

Please quote your **lowest price** on the item/s listed below and submit personally your **SEALED QUOTATION not later than 11:00 am on <u>October 12, 2018</u> at the <b>General Services Division**, 11<sup>th</sup> FIr., Cyberpod One Enton Centris, Diliman, Quezon City.

## **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)		Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check) YES NO	
Food & Accommodation for seven (7) days					( )	( )
21-27 October 2018	pax	-36-	₱	₱	( )	( )
2 RSSO Representatives for 17 regions and 2					( )	( )
Staff from AAD-Central Office					( )	( )
Area: Within Quezon City near PSAEton					( )	( )
Centris 3 Quezon easily accessible by					( )	( )
service car					( )	( )
					( )	( )
Details:					( )	( )
21 October 2018 – check-in with PM Snack and Dinner					( )	( )
22 October 2018 – Complimentary Breakfast and Dinner					( )	( )
23 October 2018 – Complimentary Breakfast and Dinner					( )	( )
24 October 2018 – Complimentary Breakfast and Dinner					( )	( )
25 October 2018 – Complimentary Breakfast and Dinner					( )	( )
26 October 2018 – Complimentary Breakfast and Dinner					( )	( )
27 October 2018 – Complimentary Breakfast – check-out					( )	( )
Other requirements:					( )	( )
Unlimited free wi-fi access					( )	( )
2. Free use of facilities					( )	( )
3. Rooms, no double decks, maximum of 2				Total amount in	( )	( )
persons/room (twin sharing)				words:	( )	( )
4. Free welcome streamer					( )	( )
X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-					( )	( )
For SSO-MAS-AAD 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	ized representative/Signa	ature	
Position:			
Name of Company			
Address:		Email Address:	
Fax No	Tel No.:	Cellphone No	
Date:			