

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-18-11-212
Location	Metro Manila
Brief Description	Procurement of Goods
Quantity	See attached Bid Form
Approved Budget for the	
Contract (ABC)	₱ 36,000.00
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 November 26, 2018** at the **General Services Division, 11th FIr., Cyberpod One Enton Centris, Diliman, Quezon City.**

BAC Chairp	person

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.

PHILIPPINE STATISTICS AUTHORITY REQUEST FOR QUOTATION

Page 2

BID FORM

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Comp with Te Specific (please YES	chnical cations
MAS/EAD Officials and Technical Staff for the Workshop on the Improvement of Estimation Methodology for Household Final Consumption Expenditure (HFCE) and Breeding Stocks and Orchard Development (BSOD) for the Overall Revision and Rebasing of the National Accounts Venue: within Quezon City Mode of Payment: Send Bill Details: 17 December 2018 – Check in with PM Snacks and Dinner Rooms, all single beds with individual blankets, no double decks, with coffee/drinking water and complete toiletries a. 1 room for three persons b. 3 double-sharing rooms 18 December 2018 – Breakfast /AM&PM Snacks/Lunch; Check out Rooms, all single beds with individual blankets, no double decks, with coffee/drinking water and complete toiletries a. 1 room for three persons b. 3 double-sharing rooms Requirements: - Spacious conference room good for 10 pax, air conditioned, high ceiling, no pillars and good lightning and sound system - Unlimited Wifi Access - Provision of facilities such as whiteboard, sound system, 2 microphones, batteries, wide screen, extension cords, pencils and paper, and other meeting tools that may be needed during the training - Provision of flowing coffee/drinking water and candies - One (1) projector in the function room - Free use of facilities - Free welcome streamer and tarpaulin x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-	pax	-9-	₽	₱ 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 authoriz	zed representative/Sig	nature	
Position:			
Name of Company			
Address:		Email Address:	
Fax No.	Tel No.:	Cellphone No	
Date:			