

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-18-11-214				
Location	Metro Manila				
Brief Description	Procurement of Goods				
Quantity	See attached Bid Form				
Approved Budget for the					
Contract (ABC)	₱ 81,600.00				
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 14, 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 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)		Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check) YES NO	
Consultative Workshop for Water Accounts of the Philippines Within Metro Manila	pax	-9-	₽	₽	() () () ()	() () () ()
18 November 2018 – Check-in: 2:00PM 19 November 2018 – Food for 28 pax Accommodation: for 9 pax 20 November 2018 Food for 10 pax		-9- -28- -9- -10-	P P	₱ ₱	()	()
Inclusion: Use of function room; Breakfast AM/PM Snacks, Lunch and Dinner for Three (3) days and two (2) night					()	()
Room Requirements: a) Air conditioned rooms, all single beds with individual blankets (no sharing), no double decks, maximum of 3 (three) persons/room with drinking water b) Air conditioned conference room for 28 pax c) Unlimited Wifi access d) Provision of facilities such as multimedia projector and screen, basic sound system with microphones, pads and pencils, white board, extension cords and other meeting tools that may be needed during the conference e) Provision of flowing coffee and tea making facilities and candies f) Free local calls g) Free use of facilities				Total amount in words:		
h) Standby waiter and techniciani) With Transportation to and from Airport					-	-
Mode of Payment: Send Bill						
For MAS-ENRAD use						

Other Requirements:

After having carefully at prices noted above		erms and Conditions. I/We quote you	ı on the item
Printed Name of auth	orized representative/Sign	ature	
Position:			
Name of Company _			
Address:		Email Address:	
Fax No	Tel No.:	Cellphone No	
Date:			