



**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 **Food and Accommodation**. Details of the procurement are as follows:

<b>Name of Project</b>	<b>Food and Accommodation</b>
<b>Solicitation</b>	<b>P. R. No. MAS-18-12-243</b>
<b>Location</b>	Quezon City
<b>Brief Description</b>	<b>Food and Accommodation</b>
<b>Quantity</b>	See attached bid form.
<b>Approved Budget for the Contract (ABC)</b>	<b>₱ 266,000.00</b>
<b>Date of Delivery</b>	

Please quote your lowest price on the item/s listed on the next page and submit the quotation not later than 9:00 am on December 18, 2018 personally on a sealed quotation at the General Services Division, 11<sup>th</sup> Flr., Cyberpod One Eton Centris, Diliman, Quezon City. Address your quotation to GSD-PSS.

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DAISY S. ADLAWAN

**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 (pls. check)	
					Yes	No
<p><b>Food and Accommodation for 7 days 06-12 January 2019</b></p> <p><b>1 RSSO Representative for 17 Regions and 2 staff from AAD-Central Office</b></p> <p><b>Area: Within Quezon City near PSA Eton Centris 3, Quezon City, easily accessible by service car</b></p> <p><b>Details:</b>                      06 Jan. 2019- check-in with PM Snacks and Buffet Dinner                      07 Jan. 2019- Complimentary Buffet Breakfast and Dinner                      08 Jan. 2019- Complimentary Buffet Breakfast and Dinner                      09 Jan. 2019- Complimentary Buffet Breakfast and Dinner                      10 Jan. 2019- Complimentary Buffet Breakfast and Dinner                      11 Jan. 2019- Complimentary Buffet Breakfast and Dinner                      12 Jan. 2019- Complimentary Buffet Breakfast-check-out</p> <p><b>Other Requirements:</b>                      -Unlimited free wi-fi access                      -Free use of facilities                      -Air conditioned rooms, no double decks, all single beds with individual blankets and towels / room with drinking water/ coffee/ unlimited free wifi access                      -Free welcome streamer</p>	pax	19				
				Total amount in words:_____		

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. \_\_\_\_\_

Date: \_\_\_\_\_