



**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 **Venue, Meals, and Accommodation**. Details of the procurement are as follows:

<b>Name of Project</b>	<b>Trainers Training for 2020 CPH Pilot</b>
<b>Solicitation</b>	<b>NCS-19-01-014</b>
<b>Location</b>	Metro Manila
<b>Brief Description</b>	<b>Trainers Training for 2020 CPH Pilot</b>
<b>Quantity</b>	See attached Bid form.
<b>Approved Budget for the Contract (ABC)</b>	<b>₱ 360,000.00</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 11:00 am on February 07, 2019 personally at the **General Services Division, 11<sup>th</sup> Flr., Cyberpod One Eton Centris, Diliman, Quezon City**. Address your quotation to GSD-PSS.

**DAISY S. ADLAWAN**

Officer-In-Charge  
General Services Division

**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 bid
9. ding 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.

Fax no.: 374-82-83/ 374-82-62

# BID FORM

Item(s) and specification(s)  Minimum	Unit	Qty.	Unit Price	Total Amount  (VAT inclusive)	Compliance with Technical Specifications (pls. check)	
					Yes	No
<b>Venue, Meals, and Accommodation for the Trainers' Training for 2020 CPH Pilot on 26 March to 02 April 2019</b> <b>Check-in: 25 March 2019</b> <b>Check-out: 03 April 2019</b>  <b>*Venue for training shall have the following specifications:</b> <b>-spacious function room that can accommodate required number of persons</b> <b>-sound proof and bright lights</b> <b>-no pillar/column that block participants view</b> <b>-with WIFI access (at least 50mbps internet connection)</b> <b>-no additional fee for use of electricity to charge laptop and printer</b> <b>-with large white board and markers</b> <b>-with at least 3 microphones for use in the workshop</b> <b>-with multi cubicle comfort rooms for participants on same floor of the function room</b> <b>*Room Accommodation (preferably w/ WIFI Access)</b> <b>*Buffet breakfast and buffet dinner</b> <b>*AM snack, Buffet, Lunch, PM Snack</b> <b>-Mode of Payment-send- bill</b>  <b>*Within Metro Manila (preferably Pasig City)</b>	pax	20	₱ _____	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: \_\_\_\_\_