



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:

Name of Project	Conduct of the Workshop of the Technical Working Group on Industrial Classification to Review the Updating of the 2009 Philippine Standard Industrial Classification (PSIC)
Solicitation	PR-SS03-19-02-00001
Location	Metro Manila
Brief Description	Conduct of the Workshop of the Technical Working Group on Industrial Classification to Review the Updating of the 2009 Philippine Standard Industrial Classification (PSIC)
Quantity	See attached Bid form.
Approved Budget for the Contract (ABC)	₱ 180, 000.00
Date of Delivery	

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 March 11, 2019 personally at the **General Services Division, 11th 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 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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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
<p>Conduct of the Workshop of the Technical Working Group on Industrial Classification to Review the Updating of the 2009 Philippine Standard Industrial Classification (PSIC)</p> <p>Date: 01-03 April 2019 Venue: Pasig and Mandaluyong Cities</p> <p>Room Accommodation on 01-03 April 2019 Twin Sharing Room for 38 pax</p> <p>TWGIC Secretariat 12 pax (3 days)</p> <p>Other participants 18 pax (2 days)</p> <p>Venue/Meals on 01-03 April 2019 Breakfast, AM and PM Snacks, Lunch and Dinner for 30 pax</p> <p>Requirements:</p> <ul style="list-style-type: none"> • Spacious and high-ceiling function room to accommodate 30 participants with VIPs (290 sqm. Including space for stage) AV Equipment, breakout rooms (2) • Not located along EDSA, without noise cancelling mechanisms or sound proof walling and proper acoustics • Complimentary secured parking, can accommodate not less than thirty (30) vehicles • Complimentary Wi-Fi • Dedicated foyer, flexible set-up, flipcharts, LCD projector and screen, lectern, onsite technical support, and at least 4 wireless microphones • Should be twenty (20) kilometers away from the red light district 						
	pax	12	₱ _____			
	pax	18	₱ _____			
				<p>Total amount in words:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>		

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: _____