



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	Workshop of the Technical Working Group on Industrial Classification to Review the Updating of the 2009 (PSIC)
Solicitation	PR-SS03-19-03-00008
Location	Metro Manila
Brief Description	Venue, Meals and Accommodation for Workshop of the Technical Working Group on Industrial Classification to Review the Updating of the 2009 (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 April 8, 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
Conduct of the Workshop of the Technical Working Group on Industrial Classification to Review the Updating of the 2009 Philippine Standard Industrial Classification (PSIC) Date: 22-24 April 2019 Venue: within Metro Manila, preferably Pasig City or Mandaluyong City <ul style="list-style-type: none"> Not located along noisy main highway and with sound proof walling/proper acoustics Should be three (3) kilometers away from the red light district Complimentary secured parking, can accommodate not less than fifteen (15) vehicles Room Accommodation TWGIC Secretariat 12 pax X 3 days (6 rooms) Check-in: 22 April 2018 Check-out: 24 April 2018 Other Participants 18 pax X 2 days (9 rooms) Check-in: 23 April 2018 Check-out: 24 April 2018 Function Rooms and Meals 22 April 2019 <ul style="list-style-type: none"> 1 Meeting Room for 12 pax AM snacks, Lunch, PM snacks and Dinner for 12 pax 23 April 2019 <ul style="list-style-type: none"> 1 Function Room that can accommodate 30 pax, with collapsible wall and can be divided into two (2) break out rooms Dedicated foyer, flexible set-up, flipcharts, at least two (2) LCD projectors and screens, onsite technical support, AV equipment and at least 4 wireless microphones Breakfast, AM Snacks, Lunch, PM Snacks and Dinner for 30 pax 24 April 2019 <ul style="list-style-type: none"> 1 Function Room that can accommodate 30 pax, with collapsible wall and can be divided into two (2) break-out rooms Dedicated foyer, flexible set-up, flipcharts, at least two (2) LCD projectors and screens, onsite technical supports, AV equipments and at least 4 wireless microphones Breakfast, AM Snacks, Lunch, and PM Snacks for 30 pax 	pax	12	₱ _____	₱ _____		
	pax	18	₱ _____	₱ _____		
				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: _____