



REGIONAL BIDS AND AWARDS COMMITTEE
Tel Nos: (033) 335-0316 / (033) 335-0907

REQUEST FOR QUOTATION (RFQ)

The Philippine Statistics Authority (PSA) Aklan Provincial Statistical Office through its Regional Office Bids and Awards Committee (RO-BAC) will undertake Alternative Mode of Procurement under Section 53.10 (Lease Real Property and Venue) for the "Procurement of Lease of Venue, Meals and Room Accommodation for the Conduct of 2023 Year Assessment of PBRAP and Training/Workshop for Local Civil Registration Program with its Theme: " Strengthening the Local Civil Registration Services" of PSA Aklan PSO" Details of the project is as follows:

Name of Project	Procurement of Lease of Venue, Meals and Room Accommodation for the Conduct of 2023 Year End Assessment of PBRAP and Training/Planning Workshop for Local Civil Registration Program with its Theme: "Strengthening ther Local Civil Registration Services" of PSA Aklan PSO
Reference	PR No: 2023-0604-10-104
Location	Aklan
Brief Description	Procurement of Lease of Venue, Meals and Room Accommodation for the Conduct of 2023 Year End Assessment of PBRAP and Training/Planning Workshop for Local Civil Registration Program with its Theme: "Strengthening ther Local Civil Registration Services" of PSA Aklan PSO
Quantity	24 pax
Approved Budget for the Contract (ABC)	PHP 74,400.00
Contract Duration	November 28-29, 2023 (2 days & 1 night)

Please quote your lowest price inclusive of VAT on the item/s listed below and submit the **sealed quotation** not later than 9:00 AM. of November , 2023 to be opened on the same day at 10:30 A.M., subject to the Terms and Conditions attached herewith. Submit your quotation duly signed by your representative to the Administrative Section, PSA Aklan Provincial Statistical Office, Kalibo, Aklan. Address your quotation to Bids and Awards Committee, Attn: BAC Secretariat. Interested Bidders may obtain further information from the BAC Secretariat/Sub-TWG at Tel. No (036) 268-9217 or (036) 268-3373.

WILLIAM G. JARO
BAC Chairpewrson

Terms and Conditions:

1. All entries must be typewritten/printed legibly. Any alterations, erasures or overwriting shall be signed or initialed by the person authorized to sign the quotation. Failure to use this form will result to disqualification of your bid.
2. Late submission of quotation shall not be accepted.
3. Bids exceeding the ABC shall be disqualified.
4. Award of contract shall be made to the Lowest Calculated Responsive Quotation (LCRQ), and complies with specifications and other terms and conditions as stated in the RFQ.
5. In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Entity to strictly provide the goods and services stated in the bid form.
6. 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.
7. Please submit Food Menu together with this RFQ.
8. Price should be valid forty (45) calendar days after the deadline of submission of quotation;
9. The PSA reserves the right to reject any of all bid proposals, or declare the bidding a failure, or not award the contract, and makes no assurance that a contract shall be entered into as a result of this invitation.

