



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

Name of Project	Venue, Meals and Accommodation
Solicitation	PR No. PSYS-18-09-009
Location	Within Davao City
Brief Description	Procurement of Good
Quantity	See attached Bid Form
Approved Budget for the Contract (ABC)	₱ 640,000.00
Contract Duration	

Please quote your **lowest price** on the item/s listed below and submit personally your **SEALED QUOTATION** not later than **10:00 am on September 24, 2018** at the **General Services Division, 11th Flr., Cyberpod One Enton Centris, Diliman, Quezon City.**

BAC Chairperson

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 (please check)	
					YES	NO
Venue, Meals and Accommodation for the Public Consultation of the Implementing Rules and Regulations (IRR) of RA No. 11055 Date: 25 September 2018 Preferred Location: Within Davao City Estimated Number of Participating Guest/Support Staff: 500 pax	pax	-500-	₱ _____	₱ _____	()	()
Accommodation for 10 pax Check-in date: 24 September 2018 Check-out date: 26 September 2018 2 triple sharing room with separate beds - 2 nights 2 twin sharing room with separate beds - 2 nights with wifi access		-10-	₱ _____	₱ _____	()	()
Meals AM Snack Lunch					()	()
Venue Use of Function Hall Maximum capacity: 500 pax With complimentary use of 2 projectors and 2 white screen With 6 microphone (2 with wire, 4 wireless) Free wifi access Waived enery fee Pads and papers, candies, and mints Free flowing coffee and tea					()	()
Mode of Payment Send Bill Complimentary parking space X-X				Total amount in words: _____ _____ _____ _____	()	()
For CRCSO/CRS/NIDS use					()	()

Other Requirements:

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: _____