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 **RE-POST: VENUE FOOD AND ACCOMMODATION**. Details of the procurement are as follows:

Name of Project	Venue, Food and accommodation for the conduct of First Level
	Training on listing of landing Centers
Solicitation	P. R. No. ESSS-18-10-192
Location	Quezon City
Brief Description	Procurement of Goods.
Quantity	See attached bid form.
Approved Budget for the	
Contract (ABC)	₱ 192,000.00
Contract Duration	

Please quote your lowest price on the item/s listed below and submit personally your **SEALED QUOTATION** not later than 5:00 pm on <u>November 27, 2018</u> at the General Services Division, 11th Flr., Cyberpod One Eton 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

P.R. NO: ESSS-18-10-192

Item(s) and specification(s) (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	with Te Specifi (pls. c	oliance echnical ications check)
					YES	NO
Venue food and accommodation for the conduct Of First Level Training on Listing of Landing Centers	pax	32				
-Minimum of 32 participants for 3 days -2 days training/session -within Quezon City						
-12 December 2018 check-in (afternoon) -15 December 2018 check-out (morning)						
Other requirements: Room accommodation -air conditioned rooms that can accommodate 2 persons -complimentary coffee, tea and water -WIFI access						
Function Room Accommodate 32 pax in classroom set up -unlimited WIFI access -free use of LCD projector and screen, whiteboard, pointer and sound system -free pens and papers -flowing coffee, tea and water Food -Buffet breakfast, managed buffet lunch and dinner -Am and Pm Snack x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-						
ESSS-FSD USE						
				Total Amount in words:		

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After having carefully read and accepted your Terms and Conditions. I/We quote you on the item at prices noted above.

at prices noted abo	VC.		
Printed Name of au	thorized representative/Sig	nature	
Position:			
Name of Company			
Address:		Email Address:	
Fax No.	. Tel No.:	Cellphone No	
Date:		·	