

REQUEST FOR QUOTATION

The Philippine Statistics Authority-Regional Statistical Services Office VII (PSA-RSSO VII) through its Bids and Awards Committee (BAC) will undertake alternative mode of procurement, <u>Small Value Procurement</u> for the <u>Venue and Room Accommodation for the 2nd Level Training for the Conduct of Listing Farm Households on August 28-September 1, 2017.</u>

Name of Project	Venue and Room Accommodation for the 2 nd Level Training for the Conduct of Listing Farm Households on August 28-September 1, 2017			
Solicitation (If posted at the PhilGEPS)	0700-2017-08-024			
Purchase Request No.	0700-2017-08-046			
Location	Cebu City			
Brief Description	See page 2 of the RFQ			
Quantity	See page 2 of the RFQ			
Approved Budget for the Contract (ABC)	₱ 360,000.00			
Contract Duration				
Date of Delivery	August 27, 2017 to September 2, 2017			

Please quote your **best price** on the item/s listed below and submit personally your **SEALED QUOTATION** on or before <u>hous</u> 14, 2017, 5:00 p.m. through the address below or through telefax nos. (032)412-6794 / 254-0470 or through email address (psa07.rbac@gmail.com):

Bids and Awards Committee (BAC)
Philippine Statistics Authority – RSSO VII
Gaisano Capital South Bldg, Colon St. Cebu City

Attn.: Ms. Irish B. Velasco BAC Secretariat

Contact Nos.: (032)412-6794/256-0592

ENGR. LEOPOLDO P. ALFANTA JR.

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. The following documentary requirements must be submitted prior to payment:
 - Mayor's/Business Permit
 - PhilGEPS Registration Number/Certificate

- Income/Business Tax Return
- Omnibus Sworn Statement

Note: If the abovementioned documents were already submitted except for the Omnibus Sworn Statement, re-submission may no longer be required unless a certain document has already expired.

- 4. Late submission of quotation shall not be accepted.
- 5. Bids exceeding the ABC shall be disqualified.
- 6. The Lowest Calculated and Responsive Bidder shall be informed immediately.
- Award of contract shall be made to the Lowest Calculated and Responsive Bidder and that it complies with the specifications and other terms and conditions as stated in the RFQ.
- 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.
- 9. Mode of payment shall be made either through check or Advice to Debit Account (ADA) to the supplier.

BID FORM

Item/s and specification/s (minimum)	Unit	Qty.	Approved Budget Cost (ABC) (per unit)	Unit Price (in Peso) Please indicate your offer/price here.	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
						YES	NO
Venue and room accommodation with AM & PM snacks and buffet meals (breakfast, lunch, and dinner) for the 2nd Level Training for the Conduct of Listing Farm Households on August 28, 2017 to September 1, 2017 (Live-in-Full Board) with the following breakdown: Aug. 27, 2017 @ 2:00pm - check-in with dinner Aug. 28, 2017 to Sept. 1, 2017 - with AM/PM snacks, breakfast, lunch, & dinner Sept. 2, 2017 - check-out with						()	()
breakfast Inclusions:						:	
*Menu (lunch and dinner): rice, soup, 4 main courses (meat, fish, & vege), dessert, drinks *May serve "daing" for breakfast *Fish to be served should not be "cream dowry" *Assorted fruits *Room accommodation (twin sharing) *Free use of function room that can accommodate 24 pax *Coffee and water station *Registration table with telephone *Strong signal wifi connection *Good quality sound system with podium *Two (2) microphones *LCD projector with screen *Free backdrop (pls. indicate size upon submission of quotation) *Free flowing coffee/tea and water, candies or nuts. *Token for speakers *Training kit (pen, pencil, notepad) *Note: 1. Specify any additional amenities/inclusions to be enjoyed by the participants for free. 2. Please attach menu upon submission of quotation.							

TOTAL AMOUNT IN WO	RDS:	
Other Requirem	ents:	
After having car prices noted abo		I your Terms and Conditions. I/We quote you on the item at
Printed Name o	f authorized representati	ve/Signature
Position:		<u> </u>
Name of Compa	any	
TIN #:		(Please specify if VAT or NON-VAT)
Address:		Email Address:
Fax No	Tel No.: _	Cellphone No
Date:	2	