



Republic of the Philippines
PHILIPPINE STATISTICS AUTHORITY
 Regional Statistical Services Office MIMAROPA



REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) **Regional Statistical Services Office (RSSO) MIMAROPA Statistical Operations and Coordination Division (SOCD)** through Regional Office-Bids and Awards Committee (RO-BAC) will undertake alternative mode of procurement **Lease of Venue** – pursuant to the provisions of R.A. 9184, to wit;

Name of Project	Lease of Venue for 2023 Full Year Official Poverty Statistics Regional Dissemination Forum
Solicitation	2024-10-0717
Place of Delivery	Boac, Marinduque
Brief Description	Lease of Venue
Quantity	1 lot
Approved Budget for the Contract (ABC)	P 191,900.00
Date of Delivery	October 28-31, 2024


Please quote your **lowest price** on the attached bid form and submit personally your **SEALED QUOTATION not later than 9:00 AM on Thursday, October 10, 2024** at the Civil Registration and Administrative Support Division (CRASD), 2nd Floor, Emerald Building (PRIMA), J.P Rizal St. Camilmil, Calapan City.

Received by:

Name and Signature: _____

Company: _____

Date: _____


VENERANDA F. MENDOZA
 PSA-RO-BAC Chairperson

Terms and Conditions:

1. All entries must be written legibly in the Bid Form.
2. Late submission of quotation shall not be accepted.
3. Bids exceeding the ABC shall be disqualified.
4. Requirements:
 - i. Copy of PhilGEPS Registration
 - ii. Mayor's Permit/Business Permit
 - iii. *Income/Business Tax Return (for ABCs above P500K)*
 - iv. *Omnibus Sworn Statement (Emergency Procurement with ABC at least P500,000.00 and for Small Value Procurement with ABC at least P50,000.00)*
5. Award of contract shall be made to the lowest/single calculated and responsive bid.
6. Terms of Payment shall be made through check/ADA payable to the supplier.
7. Warranty shall be for a period of six (6) months for goods and one (1) year for equipments from date of acceptance by the procuring entity.
8. Price validity shall be a period of 30 calendar days for goods and six (6) months for services.
9. Pending the perfection of Purchase Order/Service Agreement/Contract of Service, 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.



2/F Emerald Building, J.P. Rizal St., Calapan City, Oriental Mindoro
 Telephone: (043) 288-9744 / (043) 470-0598
 Telefax: (043) 441-7371 / (043) 470-0716 / (043) 286-7491
 rssomimaropa@psa.gov.ph



BID FORM

Item/s and Specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
<p>Lease of Venue for 2023 Full Year Official Poverty Statistics Regional Dissemination Forum</p> <p>Event Date: October 30, 2024, 9:00 AM Venue: Boac, Marinduque Function Room/Training Venue Comfortably accommodate at most 75 participants Have stable internet connectivity A venue that would allow extended hours of activity Quiet and free from distractions With good lighting and must be well-ventilated Preferably with available sound system Preferably with projector and screen projector With three (3) or more microphones and extension wires With generator or other alternatives in case of power failure With comfortable chairs and tables With a presentable table in a platform for guest and resource speaker Toilet must be contiguous within the same building of function room</p> <p>Accommodation for RSSO MIMAROPA live-in participants, October 28-30, 2024, 10 pax Check in: October 28, 2024 at 2:00 pm Check out: October 30, 2024 at 12:00 n.n. Three (3) Quadruple Rooms Room, toilet and bath should be in clean and good condition With complimentary toiletries With daily replenishment of complimentary 500 ml bottled water With complimentary breakfast Free use of hotel facilities and amenities</p> <p>Accommodation and Meals for NEDA, PSO and CO live-in participants, October 29-31, 2024, 14 pax Check in: October 29, 2024 at 2:00 pm Check out: October 31, 2024 at 12:00 n.n.</p>	lot	1			()	()



<p>Three (3) Quadruple Rooms Two (2) Double Room Room, toilet and bath should be in clean and good condition With complimentary toiletries With daily replenishment of complimentary 500 ml bottled water Provision of dinner on Oct 29-30, 2024 With complimentary breakfast Lunch, AM and PM Snacks during the event (Oct 30, 2024) Free use of hotel facilities and amenities</p> <p>Meals and snacks for Live-out participants, 1 day, 30 October 2024, 61 pax Submit menu for Snacks and Lunch Lunch should have fish (sinigang) , pork/chicken and vegetables With available drinks/juices for each meal/snack</p> <p>INCLUSIONS: AM and PM snacks must be individually served Lunch must be served in buffet style</p> <p>Additional Inclusions: With free-flowing coffee (brewed and 3-in-1), malt/chocolate drink, and tea Candies and chips are to be served With continuous supply of mineral water from water dispenser(s)</p> <p><i>Note: Food service and packaging shall be in compliance with the Office Memorandum No. 2023-178, entitled Guidelines on the Procurement of Meals and Catering Services for Philippine Statistics Authority Meetings, Events, and Other Activities, Mandating the Use of Ecologically Sustainable Products or Packaging Materials and Prohibition on the Use of Styrofoam and Single-use Plastics</i></p> <p style="text-align: center;">**nothing follows**</p> <p style="text-align: center;">TOTAL</p>						
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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.

Printed Name of authorized representative/Signature _____

Position: _____

Name of Company _____

Address: _____ Email Address: _____

Fax No. _____ Tel No.: _____ Cellphone No. _____



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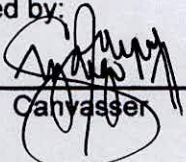
Date: _____

LBP Account No. of Establishment: _____ Name of Payee: _____

Tax Identification Number: _____ Copy of PhilGEPS Registration No.: _____

BIR Registration: VAT Non-VAT

Canvassed by:



Canvasser



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