



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY

REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake small value procurement as mode of procurement with the following details:

Name of Project	Food, Venue & Accommodation for the conduct of 1 st Quarter 2018 RDR on April 17-19, 2018
Solicitation	2018-010
Location	Legazpi City
Brief Description	Food, Venue & Accommodation for Guests & participants
Quantity	23
Approved Budget for the Contract (ABC)	P176,850.00
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 April 10, 2018** at the **Administrative Division, 2nd Flr. Albay Capitol Annex Bldg. 1, Legazpi City**

ANABELLA D. BARQUILLA
RBAC Chairman

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.

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BID FORM

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)						
					YES	NO					
Food, Venue and Accommodation for Guests & Participants for the conduct of 1 st Quarter 2018 RDR Xxx For official use of PSA-RSSO V, Legazpi City re: conduct of the 1 st Quarter 2018 RDR on April 17-19, 2018 Please see attached specs.	pax	23			()	()					
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					Total amount in words: _____						

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: _____

LBP ACCOUNT NUMBER OF ESTABLISHMENT: _____

Printed Name & Signature of Canvasser: _____