



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:

<b>Name of Project</b>	2018 ULE 2 <sup>nd</sup> Level Training
<b>Solicitation</b>	18-02-014- SOCD
<b>Location</b>	Legazpi City
<b>Brief Description</b>	Food, Venue & Accommodation for Guests & participants for the 2018 CPBI Phase 1 (ULE) Level Training-March 5-9, 2018
<b>Quantity</b>	See-Bid Form-page 2
<b>Approved Budget for the Contract (ABC)</b>	P141,250.00
<b>Contract Duration</b>	

Please quote your **lowest price** on the item/s listed below and submit personally your **SEALED QUOTATION** not later than **10:00 AM on February 27, 2018** at the **Administrative Division, 2<sup>nd</sup> 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 & Accommodation for Guests and Participants  Xxx For official use of PSA-RSSO V, Legazpi City re: 2018 CPBI 1 <sup>st</sup> Phase (ULE) 2nd Level Training on March 5-9, 2018.  Please see attached specs.					( )	( )
				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: \_\_\_\_\_