



REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Special Bids and Awards Committee (BAC) will undertake alternative mode of procurement, shopping for Meals, Snacks and Accommodation

Name of Project	Civil Registration
Solicitation	PR No. 16-06-050
Location	Butuan City
Brief Description	<p>In Lot, Meals, Snacks and Accommodation Activity: PhilCRIS Version 3.0 Training, June 20, 2016 Training on RA 9048/RA 10172 and its' IRR, June 21 to 22, 2016</p> <p>Item 1: AM Snacks, June 20, 2016 Item 2: Lunch, June 20, 2016 Item 3: PM Snacks, June 20, 2016 Item 4: Dinner, June 20, 2016 Item 5: Accommodation, June 20, 2016 Item 6: Breakfast, June 21, 2016 Item 7: AM Snacks, June 21, 2016 Item 8: Lunch, June 21, 2016 Item 9: PM Snacks, June 21, 2016 Item 10: Dinner, June 21, 2016 Item 11: Accommodation, June 21, 2016 Item 12: Breakfast, June 22, 2016 Item 13: AM Snacks, June 22, 2016 Item 14: Lunch, June 22, 2016 Item 15: PM Snacks, June 22, 2016</p> <p>Other Inclusions: 1. Location is in Butuan City; 2. Free use of venue; 3. Provision of good sound system and functional microphones; 4. AM Snacks/PM Snacks is to be pre-selected by PSA representative; 5. Lunch and Dinner is comprised of two main dishes, 1 side dish (veggie or noodles), 1 soup, 1 dessert, 1 round of soft drinks and unlimited rice; 6. Accommodation in quadruple sharing 7. Provision of overflowing of coffee</p>
Quantity	Refer the quantity to Bid Form
Approved Budget for the Contract (ABC)	₱65,720.00
Contract Duration	June 20 to 22, 2016

Please quote your **lowest price** on the item/s listed below and submit personally using this Request for Quotation Form not later than 8:00 am on June 15, 2016 at the Regional Statistical Services Office XIII, Jedal Building, Lopez Jaena Extension, Butuan City.


MELCHOR B. BAUTISTA
Chairperson, SBAC

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

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
In Lot, Meals, Snacks and Accommodation Activity: PhilCRIS Version 3.0 Training, June 20, 2016 Training on RA 9048/RA 10172 and its' IRR, June 21 to 22, 2016			P _____	P _____		
Item 1: AM Snacks, June 20, 2016	Pax	-32-	P _____	P _____		
Item 2: Lunch, June 20, 2016	Pax	-32-				
Item 3: PM Snacks, June 20, 2016	Pax	-32-	P _____	P _____		
Item 4: Dinner, June 20, 2016	Pax	-16-	P _____	P _____		
Item 5: Accommodation, June 20, 2016	Pax	-16-	P _____	P _____		
Item 6: Breakfast, June 21, 2016	Pax	-24-	P _____	P _____		
Item 7: AM Snacks, June 21, 2016	Pax	-24-	P _____	P _____		
Item 8: Lunch, June 21, 2016	Pax	-24-	P _____	P _____		
Item 9: PM Snacks, June 21, 2016	Pax	-24-				
Item 10: Dinner, June 21, 2016	Pax	-22-	P _____	P _____		
Item 11: Accommodation, June 21, 2016	Pax	-22-	P _____	P _____		
Item 12: Breakfast, June 22, 2016	Pax	-24-	P _____	P _____		
Item 13: AM Snacks, June 22, 2016	Pax	-24-	P _____	P _____		
Item 14: Lunch, June 22, 2016	Pax	-24-	P _____	P _____		
Item 15: PM Snacks, June 22, 2016	Pax	-24-	P _____	P _____		
Other Inclusions: 1. Location is in Butuan City; 2. Free use of venue; 3. Provision of good sound system and functional microphones; 4. AM Snacks/PM Snacks is to be pre-selected by PSA representative; 5. Lunch and Dinner is comprised of two main dishes, 1 side dish (veggie or noodles), 1 soup, 1 dessert, 1 round of soft drinks and unlimited rice; 6. Accommodation in quadruple sharing 7. Provision of overflowing of coffee *****				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: _____