



REPUBLIC OF THE PHILIPPINES

PHILIPPINE STATISTICS AUTHORITY

CARAGA

REQUEST FOR QUOTATION

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake alternative mode of procurement, Small Value Procurement for Accommodation for Group Learning Sessions.

Name of Project	General Administrative Support Service
Solicitation	SDN PR No. 2017-06-0056
Location	Surigao City, Surigao del Norte
Brief Description	Refer to Bid Form below
Quantity	Refer to Bid Form
Approved Budget for the Contract (ABC)	₱ 97,200.00
Contract Duration	June 24-26, 2017

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 22, 2017 at the Regional Statistical Services Office XIII, Freeman Building, J.C. Aquino Avenue, Butuan City.

Melchor B. Bautista
MELCHOR B. BAUTISTA
RBAC Chairperson

Terms and Conditions:

- Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
- All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
- Late submission of quotation shall not be accepted.
- Bids exceeding the ABC shall be disqualified.
- Terms of Payment shall be made through check payable to the supplier.
- Please submit/update your registration with the PSA (please disregard if you have already submitted/updated your registration with us), if none yet, submit, together with your quotation the photocopy of your DTI /SEC registration, Municipal and business permit, and current ITR and Phil. Government Electronic Procurement System (PhilGEPS) Registration.
- 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.
- 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.
- 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.

Item/s and specifications (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
Accommodation for Group Learning Sessions Includes: 2 nights and 3 days 9 meals and 6 snacks Free use of function hall with sound system and at least 4 microphones; good lighting and ventilation; free use of tables and chairs; good for 27 participants; with projector and white board Note: Details of meals and snacks to be coordinated upon the establishment's offer of menu	pax	-27-	₱ _____	₱ _____		
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: _____

REGIONAL STATISTICAL SERVICE OFFICE XIII (Caraga Region)

Freeman Building, J.C. Aquino Avenue, Butuan City 8600

Telephone: (6385) 2255219 • Telefax: (6385) 3425764 • E-Mail: psacaraga_rso13@yahoo.com.ph