**REQUEST FOR QUOTATION**

Title: **VENUE, MEALS AND ROOM ACCOMMODATIONS FOR GROUP LEARNING SESSIONS AND ACTIVITIES** **OF PSA NCR PROVINCIAL OFFICE I**

Date: June 22-23, 2017

Place: Preferably within Metro Manila and its proximity

No. of Participants: 41 participants per day

ABC: Php 92,250

Description:

The Philippine Statistics Authority - Regional Statistical Service Office National Capital Region Provincial Office I (PSA-RSSO NCR PO I) invites interested suppliers / bidders to submit their quotations / proposals for the hereunder requirements:

1. Two Days One Night Live-In Training and Group Dynamic Activities from 8:30 AM to 5:30 PM
2. Room Accommodations for 41 participants
3. Managed Buffet Breakfast, Lunch and Dinner
4. Spacious Function Room with Audio Visual System
5. Allowed to use Team Building Area and Obstacle Course
6. In-House Facilitator and Group Dynamic Activities Building Personnel
7. Additional persons will be charge accordingly

Note: Price quoted shall include VAT.

Deadline for submission of sealed quotations is on June 20, 2017, 10:00 A.M. at 2nd floor Philippine Bible House Building, 3961 Ramon Magsaysay Boulevard, Sta. Mesa, Manila.

The PSA NCR I assume no responsibility, whatsoever, to compensate or indemnify suppliers / bidders for any expenses incurred in the preparation of the quotation.

Philippine Bible Society Building

 3961 R. Magsaysay Blvd., Sta. Mesa, Manila

Tel. No. (632)716-4920 • Telefax (632)716-4920

[www.psa-ncr.](http://www.psa-ncr.)ph • psa.ncr.rsso@gmail.com

 **VENUE, MEALS AND ROOM ACCOMMODATIONS FOR**

**GROUP LEARNING SESSIONS AND ACTIVITIES OF**

**PSA NCR PROVINCIAL OFFICE I**

1. Project Site and Contact Person

|  |  |  |
| --- | --- | --- |
| Project Site | Contact Person |  Address / Telephone No. |
| Preferably within Metro Manila and its proximity | AMELIA G. BASILIO | 3rd floor, PBS Building 3961 R. Magsaysay Boulevard, Sta. Mesa, Manila Telephone No. 713-4472 |

 B. Schedule of Delivery

|  |  |  |
| --- | --- | --- |
| Date of Delivery | Project Site | Goods to be Delivered |
| June 22-23, 2017 | Preferably within Metro Manila and its proximity | Venue, Meals and Room Accommodations for Group Learning Sessions and Activities of PSA NCR Provincial Office I  |

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1. Technical Specifications

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Specifications | Unit | Qty. | Unit Price | Total Amount VAT inclusive | Compliance with Technical Specification (please check) YES NO |
| 1. Two days One Night Live-In Training and Group Dynamic Activities from 8:30 AM to 5:30 PM
2. Room accommodations for 41 participants
3. Managed Buffet Breakfast, Lunch and Dinner
4. Spacious Function Room with Audio Visual System
5. Allowed to use Team Building Area and Obstacle Course
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**ABC – Php 92,250** |  |  |  |  |  |

 D. Financial Proposal

1. The supplier / bidder shall submit as part of their financial proposal, the price schedule of the goods and related services as specified in the Technical Specifications.

 2. Prices quoted by the supplier / bidder shall be fixed during the bidder’s performance of the contract and not subject to variation/s or price escalation/s on any account. A bid / proposal submitted with an adjustable price quotation shall be treated as non-responsive and shall be rejected.

Prepared by: **APPROVED:**

**RBAC SECRETARIAT PACIANO B. DIZON**

**RSSO-NCR RBAC Chairperson**