**REQUEST FOR QUOTATION**

Title: **VENUE, MEALS AND ROOM ACCOMMODATIONS FOR GROUP LEARNING SESSION AND ACTIVITIES**

Date: June 23-24, 2017

Place: Preferably within the vicinity of Clark Airbase

No. of Participants: 42 participants per day

ABC: Php 85,680

Description:

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

1. Room accommodations for two days one night on June 23-24, 2017

 2. Quadruple sharing for 42 participants

 3. Function room with wi-fi access, sound system and microphones, free use of LCD and wide screen projector

4. Meal package to start on June 23 – PM Snack and Manage Buffet Dinner; June 24 – Manage Buffet Breakfast / AM Snack / Manage Buffet Lunch

 5. Welcome streamer and use of team building facilities with facilitator

 6. Use of basketball and volleyball courts

 7. Complimentary use of the swimming pool, pavilion and videoke

Note: Price quoted shall include VAT.

Deadline for submission of sealed quotations is on June 19, 2017, 10:00 A.M. at 2nd floor Philippine Bible House Building, 3961 Ramon Magsaysay Boulevard, Sta. Mesa, Manila.

The PSA NCR IV 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 SESSION AND ACTIVITIES**

1. Project Site and Contact Person

|  |  |  |
| --- | --- | --- |
| Project Site | Contact Person |  Address / Telephone No. |
| Preferably within the vicinity of Clark Airbase | Miriam Estelita G. Manahan | 2nd floor, PBS Building 3961 R. Magsaysay Boulevard, Sta. Mesa, Manila Telefax 716-4920 |

 B. Schedule of Delivery

|  |  |  |
| --- | --- | --- |
| Date of Delivery | Project Site | Goods to be Delivered |
| June 23-24, 2017 | Preferably within the vicinity of Clark Airbase | Venue, meals and room accommodations for Group Learning Session and Activities |

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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. Room accommodations for two days one night on June 23-24, 20172. Quadruple sharing for 42 participants3. Function room with wi-fi access, sound system and microphones, free use of LCD and wide screen projector4. Meal package to start on June 23 – PM Snack and Manage Buffet Dinner; June 24 – Manage Buffet Breakfast / AM Snack / Manage Buffet Lunch 5. Welcome streamer and use of team building facilities with facilitator6. Use of basketball and volleyball courts7. Complimentary use of swimming pool , pavilion and videoke**ABC – Php 85,680** |  |  |  |  |  |

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 D. Financial Proposal

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

 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**

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