REPUBLIC OF THE PHILIPPINES PHILIPPINE STATISTICS AUTHORITY

REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake alternative mode of procurement (**shopping, small value, etc.**) for <u>VENUE FOOD</u> <u>AND ACCOMMODATION</u>. Details of the procurement are as follows:

Name of Project	Supply and Delivery of Venue, Food and Accommodation
Solicitation	P. R. No.SSSS-18-10-220
Location	Quezon City
Brief Description	Procurement of Goods.
Quantity	See attached bid form.
Approved Budget for the	
Contract (ABC)	₱ 88,000.00
Contract Duration	

Please quote your lowest price on the item/s listed below and submit personally your **SEALED QUOTATION** not later than 5:00 pm on <u>November 20, 2018</u> at the General Services Division, 11th Flr., Cyberpod One Eton Centris, Diliman, Quezon City.

BAC Chairperson

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)		Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (pls. check) YES NO		
Programs, Activities & Projects (PAP) Year End		22					
Assessments Workshop							
*with 1 function room good for 22 participants -spacious function/training room -soundproof and bright lights -no pillar/columns in functions room that block participants view -WIFI access (room accommodation and function room) -with multi cubicle comfort room can accommodate 22 participants within same floor -Provide extension wires and tables for laptop computers with no additional charge of electricity							
-No foul smell in the rooms -with large white board and markers -with at least 2 microphones for use in the							
forum							
Room Accommodation: Twin sharing with separate bed Date of Workshop: 17-18 December, 2018							
17 December - AM/PM snack (22 pax) - Buffet Lunch (22 pax) - Buffet Dinner (22 pax)							
18 December - Breakfast (22 pax) - AM/PM snack (22 pax) - Buffet Lunch (22 pax)							
Mode of payment- Send Bill Within Metro Manila							
x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-				Total Amount in words:			
Other requiremente:							
Other requirements: After having carefully read and accepte at prices noted above. Printed Name of authorized representa Position:	tive/Sig	nature_					
Position: Name of Company							
Address:Email Address:Email Address:							
Fax No Tel No.: Cellphone No							
Date:							