



**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 **Venue, Meals, and Accommodation**. Details of the procurement are as follows:

Name of Project	EDSD Programs in Relation with APIS
Solicitation	P. R. No. SSSS-18-11-261
Location	Quezon City
Brief Description	EDSD Programs in Relation with APIS
Quantity	See attached bid form.
Approved Budget for the Contract (ABC)	₱ 120,000.00
Date of Delivery	

Please quote your lowest price on the item/s listed on the next page and submit the quotation not later than 9:00 am on December 6, 2018 personally on a sealed quotation at the General Services Division, 11th Flr., Cyberpod One Eton Centris, Diliman, Quezon City. Address your quotation to GSD-PSS.

DAISY S. ADLAWAN

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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Fax no.: 374-82-83/ 374-82-62

BID FORM

Item(s) and specification(s) Minimun	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (pls. check)	
					Yes	No
Venue, Meals, and Accommodation for the Assessment of EDSD Programs in Relation with the APIS on 12-13 December 2018 Check-in: 12 December 2018 Check-out: 13 December 2018 Particulars: 12 December 2018: Buffet Lunch & Dinner, AM & PM Snacks 13 December 2018: Buffet Breakfast & Lunch, AM & PM Snacks Function Room: -1 function room good for 30 participants -to be used for 2 days -spacious function/training room -no pillars/columns in function room that block participants' view -available extension wires and tables for laptop computers with no additional charge -with large white boards and markers -with at least 2 microphones for use during sessions -free use of projector -strong wifi access in the function and accommodation rooms -with multiple cubicle comfort room can service 30 participants within same floor -no foul smell in function and accommodation room Room Accommodation: twin sharing with separate beds Preferably in Rizal Mode of payment: send bill	pax	30		Total amount in words: _____ _____ _____ _____		

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: _____