



REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) **Provincial Statistical Office-Palawan**, through Regional Office-Bids and Awards Committee (RO-BAC) will undertake alternative mode of procurement – **LEASE OF VENUE** pursuant to the provisions of R.A. 9184, to wit:

Name of Project	Procurement of Venue for the Conduct of Provincial level Training on July 2025 LFS-FIESv1 (Batch 1 and Batch 2)
Solicitation	2025-05-0248
Place of Delivery	Puerto Princesa City, Palawan
Brief Description	Venue, Accommodation, Meals and Snacks
Quantity	1 lot
Approved Budget for the Contract (ABC)	P 1,596,300.00
Date of Delivery	June 23-29, 2025 June 30-July 6, 2025

Please quote your **lowest price** on the attached bid form and submit personally your **SEALED QUOTATION not later than 12:00NN on Tuesday, May 27, 2025** at the 2nd Floor, Goldraz Properties Building, Malvar Street, Puerto Princesa City, Palawan.

Received by:

Name and Signature: _____

Company: _____

Date: _____


VENERANDA F. MENDOZA
PSA-RO-BAC Chairperson

Terms and Conditions:

1. All entries must be written legibly in the Bid Form.
2. Late submission of quotation shall not be accepted.
3. Bids exceeding the ABC shall be disqualified.
4. Requirements:
 - i. Copy of PhilGEPS Registration
 - ii. Mayor's Permit/Business Permit
 - iii. Income/Business Tax Return (for ABCs above P500K)
 - iv. Omnibus Sworn Statement (Emergency Procurement with ABC at least P500,000.00 and for Small Value Procurement with ABC at least P50,000.00)
5. Award of contract shall be made to the lowest/single calculated and responsive bid.
6. Terms of Payment shall be made through check/ADA payable to the supplier.
7. Warranty shall be for a period of six (6) months for goods and one (1) year for equipments from date of acceptance by the procuring entity.
8. Price validity shall be a period of 30 calendar days for goods and six (6) months for services.
9. Pending the perfection of Purchase Order/Service Agreement/Contract of Service, 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.





PHILIPPINE STATISTICS AUTHORITY
Regional Statistical Services Office MIMAROPA
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BID FORM

Item/s and specification/s (minimum)	Unit	Qty	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
Procurement of Venue for the Conduct of Provincial level Training on July 2025 LFS-FIESv1 (Batch 1 and Batch 2)	1	lot			()	()
Venue: Puerto Princesa City, Palawan						
Mode of Payment: SEND BILL						
Date of Delivery:						
-Batch 1: June 23-29, 2025						
-Batch 2: June 30-July 6, 2025						
REQUIREMENTS:						
VENUE						
-For Batch 1, 2 spacious function room within the same building that can accommodate for a maximum of 35 participants						
-For Batch 2, 2 spacious function room within the same building that can accommodate for a maximum of 35 participants per room"						
- complimentary use of at least two (2) projectors per Function Room						
- with one set of white board and markers per Function Room						
-with at least 3 sets of microphones and sound system per Function Room						
- preferably with high speed WIFI connection and for free use of participants						
-no additional fee for use of laptops and other electronic gadgets						
INCLUSIONS:						
MEALS						
- submit menu (same menu for all participants for AM/PM snacks, Lunch & Dinner) (Buffet)						
- free flowing coffee/tea						
BATCH 1: June 23- 29, 2025						
June 22-29, 2025						
Dinner (2 Pax)						



June 23-29, 2025					
AM Snacks (66 pax)					
Lunch (66 pax)					
PM Snacks (66 pax)					
BATCH 2: June 30 - July 6, 2025					
June 30 - July 6, 2025:					
AM Snacks (64 pax)					
Lunch (64 pax)					
PM Snacks (64 pax)					
June 29 - July 6, 2025					
Dinner (58 pax)					
ACCOMMODATION (with complimentary breakfast)					
- 1 complementary room for the secretariat					
BATCH 1: June 23 - 29, 2025 (2 pax)					
- Twin sharing with individual bed					
Arrival: June 22, 2025					
Departure: June 30, 2025					
BATCH 2: June 30 - July 6, 2025 (58 pax)					
- Triple sharing with individual bed (approx. 20 rooms)					
Arrival: June 29, 2025					
Departure: July 7, 2025					
-nothing follows-					
Allocation is based on the Office Memorandum (OM)					
No. 2018-40E dated 06 July 2023					
TOTAL					

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: _____

LBP Account No. of Establishment: _____ Name of Payee: _____

Tax Identification Number: _____ Copy of PhilGEPS Registration: _____

BIR Registration: ☐ VAT ☐ Non-VAT

Canvassed by:

DIOSDADO A. MANZANO

Canvasser



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