



REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) **Regional Statistical Services Office (RSSO) MIMAROPA Statistical Operations and Coordination Division (SOCD)** through Regional Office-Bids and Awards Committee (RO-BAC) will undertake alternative mode of procurement **Small Value Procurement** – pursuant to the provisions of R.A. 9184, to wit;

Name of Project	Accommodation for the Conduct of Second Level Training on the 2024 ASPBI and SICT Field Operations and Manual Processing
Solicitation	2025-03-0143
Place of Delivery	Calapan City, Oriental Mindoro
Brief Description	Accommodation
Quantity	1 lot
Approved Budget for the Contract (ABC)	P 78,000.00
Date of Delivery	March 23-29, 2025


Please quote your **lowest price** on the attached bid form and submit personally your **SEALED QUOTATION not later than 9:00 AM on Thursday, March 20, 2025** at the Civil Registration and Administrative Support Division (CRASD), 2nd Floor, Emerald Building (PRIMA), J.P Rizal St. Camilmil, Calapan City.

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.





BID FORM

Item/s and Specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
Accommodation for the Conduct of Second Level Training on the 2024 ASPBI and SICT Field Operations and Manual Processing						
Date: March 24-28, 2025						
Check-in: March 23, 2025						
Check-out: March 28 & 29, 2025						
Accommodation and Meals	1	lot			()	()
2 pax, March 23-29, 2025, 6 days						
8 pax, March 23-28, 2025, 5 days						
Two (2) rooms to accommodate 1 pax per room						
One (1) room to accommodate 2 pax per room						
Two (2) rooms to accommodate 3 pax per room						
Room, toilet and bath should be in clean and good condition						
With complimentary toiletries						
With daily replenishment of complimentary 500 ml bottled water						
Free use of hotel facilities and amenities						
With Complimentary Breakfast						
Dinner will be served during the entire duration of stay						
nothing follows						
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 No.: _____

BIR Registration: AT VAT

Canvassed by: _____

 Canvasser