



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	Data Visualization Training and Infographics-Making Contest for Provincial Statistics Committee Members
Solicitation	2024-09-0691
Place of Delivery	Puerto Princesa City, Palawan
Brief Description	Venue with Meals and Snacks
Quantity	1 lot
Approved Budget for the Contract (ABC)	P 67,500.00
Date of Delivery	October 17, 2024

Please quote your **lowest price** on the attached bid form and submit personally your **SEALED QUOTATION not later than 5:00 PM on Tuesday, October 1, 2024** 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
REQUEST FOR QUOTATION

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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 with Meals and Snacks for Data Visualization Training and Infographics-Making Contest for Provincial Statistics Committee Members	lot	1			()	()
Venue: Puerto Princesa City, Palawan						
Mode of Payment: SEND BILL						
Date of Delivery: October 17, 2024						
VENUE						
- One (1) spacious function room that can accommodate at least 45 pax (classroom set-up)						
- complimentary use of at least two (2) projectors in the Function Room						
- with two sets of white board and markers in the Function Room						
- with at least 3 sets of microphones and sound system in the Function Room						
- preferably with high speed wifi connection and for free use of participants						
- no additional fee for the use of laptops and other gadgets						
MEALS						
- submit menu						
- with free-flowing coffee/tea						
October 22, 2024						
AM Snacks (45 pax)						
Lunch (45 pax)						
PM Snacks (45 pax)						
-nothing follows-						
*Based on OM 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 No.: _____

BIR Registration: VAT Non-VAT

Canvassed by:

CARLA JANE L. GUIRUELA
Canvasser

