



Republic of the Philippines  
**PHILIPPINE STATISTICS AUTHORITY**  
Regional Statistical Services Office VII

**REQUEST FOR QUOTATION**

The Philippine Statistics Authority-Regional Statistical Services Office VII (PSA-RSSO VII) through its Bids and Awards Committee (BAC) will undertake Alternative Mode of Procurement, **Small Value Procurement for Training on the System of Environment- Economic Accounting (SEEA) 2012- Central Framework (Visayas Cluster) on 26-28 March 2018.**

<b>Name of Project</b>	Training on the System of Environment- Economic Accounting (SEEA) 2012- Central Framework (Visayas Cluster) on 26-28 March 2018
<b>Solicitation (If posted at the PhilGEPS)</b>	0700-2018-02-006
<b>Purchase Request No.</b>	<b>0700-2018-02-014</b>
<b>Location</b>	<b>Cebu City/Mandaue City</b>
<b>Brief Description</b>	<b>Please refer to 2<sup>nd</sup> page</b>
<b>Quantity</b>	<b>Please refer to 2<sup>nd</sup> page</b>
<b>Approved Budget for the Contract (ABC)</b>	<b>₱311,500.00</b>
<b>Contract Duration</b>	
<b>Date of Delivery</b>	<b>26-28 March 2018</b>

Please quote your **best price** on the item/s listed below and submit personally your **SEALED QUOTATION** on or before **17 February 2018, 5:00PM** through the address below or through email address ([psa07.rbac@gmail.com](mailto:psa07.rbac@gmail.com)):

*Bids and Awards Committee (BAC)*  
*Philippine Statistics Authority – RSSO VII*  
*Gaisano Capital South Bldg, Colon St. Cebu City*  
*Attn.: Mr. Caylord D. Niala/ Ms. Ann Emilyn S. Eballe*  
*RBAC Secretariat*  
*Contact Nos.: (032)412-6794/254-0470*

  
**AURELIA M. CANDIA**  
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. The following documentary requirements must be submitted prior to payment:
  - *Mayor's/Business Permit*
  - *PhilGEPS Registration Number/Certificate*
  - *Income/Business Tax Return*
  - *Omnibus Sworn Statement*

**Note: If the abovementioned documents were already submitted except for the Omnibus Sworn Statement, re-submission may no longer be required unless a certain document has already expired.**

4. Late submission of quotation shall not be accepted.
5. Bids exceeding the ABC shall be disqualified.
6. The Lowest Calculated and Responsive Bidder shall be informed immediately.
7. Award of contract shall be made to the **Lowest** Calculated and Responsive Bidder and that it complies with the specifications and other terms and conditions as stated in the RFQ.
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.
9. Mode of payment shall be made either through check or Advice to Debit Account (ADA) to the supplier.

BID FORM

Item/s and specification/s (minimum)	Unit	Qty.	Approved Budget Cost (ABC)/ each	Unit Price (in Peso) Please indicate your offer/price here.	Total Amount (VAT inclusive)	Compliance with Technical Specification s (please check)	
						YES	NO
Full board accommodation, double occupancy, separate beds, with buffet meals (breakfast, lunch, dinner) and AM/PM snacks for 15 participants. Check in date on March 25, 2018 with dinner. Check out date on March 29, 2018 with breakfast.	pax	60	3,500.00			( )	( )
Full board accommodation, double occupancy, separate beds, with buffet meals (breakfast, lunch, dinner) and AM/PM snacks for 7 participants. Check in date on March 25, 2018 with dinner. Check out date on March 28, 2018 with breakfast.	pax	21	3,500.00			( )	( )
Full board accommodation, single occupancy, with buffet meals (breakfast, lunch, dinner) and AM/PM snacks for 2 participants. Check in date on March 25, 2018 with dinner. Check out date on March 29, 2018 with breakfast.	pax	8	3,500.00			( )	( )
Inclusions: - Free use of function room						( )	( )
- Free use of wireless (2) microphone/podium & sound system						( )	( )
- Free use of projector and screen						( )	( )
- Free use of strong wifi connection						( )	( )
- Free electricity						( )	( )
- Free flowing coffee, tea, water						( )	( )
- Free backdrop and Welcome tarpaulin of Guests						( )	( )
- Free token for 22 participants						( )	( )
- Free complimentary room/s for the Secretariat/s						( )	( )

\*Note: Please attach your proposed menu upon submission of quotation/bid form.

TOTAL AMOUNT IN WORDS :

Other Requirements:

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 \_\_\_\_\_

TIN #: \_\_\_\_\_ (Please specify if VAT or NON-VAT)

Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Fax No. \_\_\_\_\_ Tel No.: \_\_\_\_\_ Cellphone No. \_\_\_\_\_