



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
REGION V – BICOL

REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake **SMALL VALUE PROCUREMENT** as Alternative Mode of Procurement for official use of PSA RSSO V with the following details:

Name of Project	Procurement of Food and Accommodation for the 2023 QSPBI 2nd Level Training on March 7-8 2023 Lot 1
Solicitation	2023-03-027-SOCD
Location	PSA RSSO V
Brief Description	(See Bid Form, Page 2)
Quantity	(See Bid Form, Page 2)
Approved Budget for the Contract (ABC)	Php 59,600.00
Contract Duration	March 6-9, 2023

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **8:00AM, March 6, 2023** at the **2/F PSA Building, Regional Government Center, Rawis, Legazpi City**.


CECILLE A. BRIONES
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. 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 the following requirements within three days after the opening of bids or during post qualification:
 1. Mayor's/Business Permit Permit
 2. PhilGEPS Registration Number
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.

BID FORM

Item/s and Specification/s (Minimum)	Unit	Qty	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specification	
					YES	NO
Procurement of Food and Accommodation for the 2023 QSPBI 2nd Level Training on March 7-8 2023 Lot I						
Accommodation with Complimentary Breakfast						
Check-in March 6- Check-out March 9, 2023						
3 rooms (2-separate beds) for 6 participants/3 days)	pax	6	P	P		
2 rooms (single bed) for 2 participant/3 days)	pax	2	P	P		
Check-in March 7- Check-out March 8, 2023						
2 rooms (2-separate beds) for 4 participants/1 day)	pax	4	P	P		
Additional pax for Breakfast for those who will Arrive/Check- in on March 7, 2023						
Additional Breakfast March 7, 2023	pax	4	P	P		
Dinner						
March 6	pax	8	P	P		
March 7	pax	12	P	P		
March 8	pax	8	P	P		
see attached specifications						
Additional Inclusions: Complimentary airport transfer (arrival and departure of CO trainers)				Total	P _____	
					Total amount in words:	

Nothing Follows XXXXX For official use of PSA RSSO V						

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 and Signature of authorized representative: _____

Position: _____

Name of Company: _____

Address: _____

Email Address: _____

Tel/Fax No.: _____ Cellphone No.: _____

LBP Account Number of Establishment: _____

Date: _____

Do you have Mayor's/Business Permit ? ___ Yes ___ No

Philgeps Registration? ___ Yes ___ No

Philgeps Number: _____

Printed Name and Signature of Canvasser: _____

FOOD & ACCOMMODATION FOR GUEST AND PARTICIPANTS
 2023 QSPBI 2nd Level Training
 March 7-8, 2023
 (PREFERRED VENUE – ALBAY)

NEEDED AMENITIES

Complimentary Airport Transfer (Arrival and Departure of CO Trainers)

ACCOMMODATION

March 6 (check-in: 2:00 PM) Check out: March 9, 2023

Number of Participants: Seven (7) CO – 2 CN- 2 CT – 2 MT - 2	Rooms	Capacity
	(2)	1-Bed
	(3)	2-Separate Bed

Additional Participants

March 7 (check-in: 2:00 PM) Check out: March 8, 2023

Additional Number of Participants: Four (4) SR – 2 CS- 2	Rooms	Capacity
	(2)	2-Separate Bed

March 9, 2023 Check Out of all participants after breakfast

2023 QSPBI
DAILY MENU

March 6, 2023

DINNER

Number of Pax: 8

- Tinolang native na manok
- Laing
- Pan fried tanguigue w/tomato salsa
- Tinapa Rice
- Sili Ice cream

March 7, 2023

BREAKFAST

Number of Pax: 12

- Spamsilog
- Kimchi
- Fresh fruits in a platter

DINNER

Number of Pax: 12

- Fresh corn soup
- Boneless daing na bangus w/ensaladang pako
- Pork tripe kare-kare w/bagoong
- Steamed rice
- Fresh fruits in a platter

March 8

BREAKFAST

Number of Pax: 12

- Daing na abo with Atsara
- Embutido
- Steamed rice
- Fresh fruits in a platter

DINNER

Number of Pax: 8

- Sinigang na hipon
- Adobo sa asin
- Kinunot
- Shanghai Rice
- Sili Ice cream

March 9

BREAKFAST

Number of Pax: 8

- Ceasar's salad
- 2pc pancake
- Egg cheesy pandesal/sandwich