



REQUEST FOR QUOTATION (RFQ)

MODE OF PROCUREMENT:	LEASE OF REAL PROPERTY & VENUE	RFQ No.	2020-09-142
Name of Procuring Entity:	DILG RI	Date:	9.9.20
Office/End User:	LGCCD		
Company Name:			
Address:			

*PhilGEPS Registration No.:

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed:

TERMS AND CONDITIONS:	
1. Bidders shall provide correct and accurate information required in this form.	7. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).
2. Bidders may quote for any or all terms.	8. The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
3. Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.	9. Liquidated damages equivalent to one-tenth of one percent (0.001) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG shall rescind the contract once the amount of the contract, without prejudice to other courses of action and remedies open to it.
4. Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.	10. Bidders shall submit their quotation together with all the required documents on or before <u>Sept. 13, 2020</u> to the BAC Secretariat. The BAC shall not accept quotations received after the deadline. 8 AM
5. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.	
6. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.	

APPROVED BUDGET FOR THE CONTRACT (ABC): P 391,300.00	 PEDRO D. GONZALES Chair, BAC
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ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	ABC PER ITEM	PRICE PER UNIT
	Food & Accommodation (13 days) Breakfast, AM Snack, Lunch, PM Snack & Dinner & Accommodation	22	pax		
	Food & Accommodation (5 days) Breakfast, AM Snack, Lunch, PM Snack & Dinner & Accommodation	3	pax		
	<i>Inclusions and Specifications:</i> > Venue: preferably registered Philgeps-hotel, located in the City of San Fernando, La Union > Free tarpaulin/backdrop > Compliant of the standard health protocols in the new normal > availability of Extension wires > white board with pentel pen > free use of the function hall > free overflowing coffee > at least 3 microphones > Available & clear Sound System with Technician > Well ventilated Function Room > With internet connectivity				
	IMPORTANT				
	SCHEDULE OF SUBMISSION OF DOCUMENTARY REQUIREMENTS: SUBMISSION OF BID/OFFER: 1. Valid Business/ Mayor's Permit 2. Latest Income/Business Tax Return 3. PhilGEPS Registration Number 4. Menu (for procurement with meals and snacks) * Non-submission of the above-stated requirements shall automatically disqualify the bidder.				
	PRIOR TO ISSUANCE OF NOTICE OF AWARD: 1. Omnibus Sworn Statement Purpose/Title of the Activity: Apprenticeship Program for LGOO IIs & IIIs to be conducted tentatively on Sept. 14-26, 2020 in Agoo, La Union.				

Warranty	Price Validity
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After having carefully read and accepted your General Conditions, I/We quote on the item(s) at prices noted above.

Printed Name/Signature/Date

Tel. No./Cellphone No.