



REQUEST FOR QUOTATION (RFQ)

MODE OF PROCUREMENT:	NEGOTIATED PROCUREMENT - SMALL VALUE PROCUREMENT	RFQ No.	
Name of Procuring Entity:	DILG R1	Date:	2019-10-26
Office/End User:	Project Development and Management Unit		
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:**
- Bidders shall provide correct and accurate information required in this form.
 - Bidders may quote for any or all terms.
 - Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.
 - Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.
 - Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.
 - 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.
 - Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).
 - The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
 - 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.
 - Bidders shall submit their quotation together with all the required documents on or before October 21, 2019 10:00 AM to the BAC Secretariat. The BAC shall not accept quotations received after the deadline.

APPROVED BUDGET FOR THE CONTRACT (ABC):
300,200.00

[Signature]
PEDRO D. GONZALES
BAC Chairperson

ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	ABC PER ITEM	PRICE PER UNIT
1	MEALS & ACCOMMODATION				
	Day 0 (November 11, 2019) Meal & Accommodation (Dinner)	41	pax		
	Day 1 (November 12, 2019) Meals & Accommodation (Breakfast, Lunch, Dinner, AM & PM Snacks)	41	pax		
	Day 2 (November 13, 2019) Meals & Accommodation (Breakfast, Lunch, Dinner, AM & PM Snacks)	41	pax		
	Day 3 (November 14, 2019) Meals & Accommodation (Breakfast, Lunch, Dinner, AM & PM Snacks)	41	pax		
	Day 4 (November 15, 2019) Meals (Breakfast, Lunch, AM & PM Snacks)	41	pax		
	>Venue to provide 2 tarpaulin signages (welcoming of participants & backdrop at training hall) >Secured and spacious parking space >3 pax room capacity-single bed per pax >hot and cold shower >free use/unlim. Time of conducive & spacious function hall w/ AC >free use of LCD w/ screen >strong/ free wifi connection minimum of 250 MBps (Hall & Room) >with stand-by generator set in case of brown out >functional microphones -4 units minimum >classroom tyoe arrangement of function hall >free use of hotel amenities >min. of 3 viands for breakfast, lunch & dinner (rice unlim.) >overflowing coffee >Buffet Breakfast				
	DOCUMENTARY REQUIREMENTS: For procurement projects with ABC>P50,000.00 UPON 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) <i>* Non-submission of the above-stated requirements shall automatically disqualify the bid/offer</i> PRIOR TO ISSUANCE OF NOTICE OF AWARD: 1. Omnibus Sworn Statement Purpose/Title of the Activity: Enhancement Training on Local Road Asset Management Date of the Activity: November 12-15, 2019 >Venue located within Baguio City Central District				

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.