

REPUBLIC OF THE PHILIPPINES PHILIPPINE STATISTICS AUTHORITY MISAMIS ORIENTAL



REQUEST FOR QUOTATION RFQ No. <u>048</u>

11 JUNE 2024

Name of Establishment:		
Address:		
Business Permit No.:	TIN:	
PhilGEPS Registration No. (<i>required</i>):		

The Philippine Statistics Authority – Misamis Oriental, will undertake an Alternative Mode of Procurement through Negotiated Procurement – Lease of Real Property and Venue in accordance with Section 53.10 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184. Details of the procurement are as follows:

Name of Project	Lease of Venue with Meals for the City/Municipal Level
	Training of the 2024 POPCEN-CBMS Household Data
	Collection and Geotagging
Location	within the specified municipalities or cities in Misamis Oriental
Date of Event	July 1-6, 2024 and July 8-13, 2024
Quantity	See attached bid form
Terms of Payment	30 working days upon receipt of Statement of Account and must accept send bill policy
Approved Budget for the Contract (ABC)	Lot 1: One Hundred Seventy Four Thousand Seven Hundred Pesos Only (PhP 174,750.00)
	Lot 2: One Hundred Twenty Six Thousand Seven Hundred Fifty Pesos Only (PhP 126,750.00)
	Lot 3: One Hundred Thirty Eight Thousand Pesos Only (PhP 138,000.00)
	Lot 4: One Hundred Forty One Thousand Seven Hundred Fifty Pesos Only (PhP 141,750.00)
	Lot 5: One Hundred Thousand Five Hundred Pesos Only (PhP 100,500.00)
	Lot 6: One Hundred Thirty Four Thousand Two Hundred Fifty Pesos Only (PhP 134,250.00)
	Lot 7: Two Hundred Sixteen Thousand Seven Hundred Fifty Pesos Only (216,750.00)
	Lot 8: Two Hundred Fifty Eight Thousand Pesos Only (PhP 258,000.00)



Lot 9: Two Hundred Fifty Eight Thousand Pesos Only (PhP 258,000.00)
Lot 10: One Hundred Thirty Eight Thousand Pesos Only (PhP 138,000.00)
Lot 11: One Hundred Ninety Four Thousand Two Hundred Fifty Pesos Only (PhP 194,250.00)
Lot 12: One Hundred Ninety Four Thousand Two Hundred Fifty Pesos Only (PhP 194,250.00)
Lot 13: Two Hundred Fifty Four Thousand Two Hundred Fifty Pesos Only (PhP 254,250.00)
Lot 14: Two Hundred One Thousand Pesos Only (PhP 201,000.00)
Lot 15: One Hundred Thirty Thousand Five Hundred Pesos Only (PhP 130,500.00)
Lot 16: One Hundred Twenty Three Thousand Pesos Only (PhP 123,000.00)
Lot 17: One Hundred Nineteen Thousands Two Hundred Fifty Pesos Only (PhP 119,250.00)
Lot 18: Four Hundred Forty Five Thousand Five Hundred Pesos Only (445,500.00)
Lot 19: One Hundred Twenty Three Thousand Pesos Only (PhP 123,000.00)
Lot 20: Six Thousand Seven Hundred Fifty Pesos Only (PhP 6,750.00)
Lot 21: Fifteen Thousand Pesos Only (PhP 15,000.00)
Lot 22: Seventeen Thousand Two Hundred Fifty Pesos Only (PhP 17,250.00)
Lot 23: Fourteen Thousand Two Hundred Fifty Pesos Only (PhP 14,250.00)
Lot 24: Eleven Thousand Two Hundred Fifty Pesos Only (PhP 11,250.00)
Lot 25: Nineteen Thousand Five Hundred Pesos Only (PhP 19,500.00)

Total (all lots): Three Million Five Hundred Fifty Two
Thousand Pesos Only (PhP 3,552,000.00)

We hereby invite all interested suppliers to submit quotations/proposals duly signed by duly authorized representatives not later than **14 June 2024**, **5:00 PM** subject to the Terms and Conditions provided in this RFQ. If you haven't provided the PSA a copy of your **Mayor's/Business Permit, Philgeps Registration Number and 2023 Annual Income Tax Return**, please submit these documents along with your accomplished quotation.

Submit the **signed and sealed** quotation to the PSA Canvasser or may submit personally to the PSA Provincial Office at the address stated below or thru email at *misamisoriental@psa.gov.ph.*

For any clarification, you may contact Mr. Jerwin A. Asiñero at 09770619575.

JERWIN IÑERO TWG Cha person

General Terms and Conditions

- 1. Bidders shall provide correct and accurate information required in this form, Failure to use this form will result to disqualification of your bid.
- 2. Partial bids are allowed. All Goods are grouped in lots listed in the Bid Form. Suppliers shall have the option of submitting a proposal on any or all lots and evaluation and contract award will be undertaken on a per lot basis. Lots shall not be divided further into sub-lots for the purpose of evaluation and contract award.
- 3. Price quotation, in peso denomination, must be valid for a period of 30 calendar days from the date of submission. It shall include all taxes, duties and/or other charges.
- 4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
- 5. Late submission of quotation shall not be accepted.
- 6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
- 7. The Table of Rating Factors for Lease of Venue as provided in the IRR of RA 9184 shall be used in the evaluation of the venue and room accommodation. The passing rate is 90 percent.
- 8. Award of contract shall be made to the supplier with the highest rated bidder compliant to the minimum technical specifications and general terms and conditions stated herein.
- 9. In case of two or more bidders are determined highest rated bidders, the PSA shall adopt and employ 'draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
- 10. The goods must be delivered according to the requirements specified in this RFQ.
- 11. Payment shall be prepared through check/Advice to Debit Account (ADA) upon receipt of the supplier's Statement of Account, subject to deduction of applicable taxes.
- 12. The PSA reserves the right to reject any or all quotations, to declare failure of bidding, to reject all quotations/bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder(s), and to accept only the offer that is most advantageous to the Government.

Name and Signature of Authorized Representative:

BID FORM

Instructions:

- 1. Accomplish this RFQ correctly and accurately.
- 2. Do not alter the contents of this form in any way.
- 3. Technical specifications with asterisks(*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- 4. Failure to follow these instructions will disqualify the entire quotation.
- 5. Failure to use this form will disqualify your quotation.
- 6. Please do not leave any blank items. Indicate "0" if item is being offered for free.

After having carefully read and accepted the Terms and Conditions. I/We submit our quotation for the item/s as follows:

No.	Technical Specification/s	Unit Qty		Offere	ed Price	Tech Specifi	ance to nical cations Check)	Remarks
				Price	Amount	Yes	No	
А	В	С	D	E	F = DxE	G	Н	
I. E	LIGIBILITY REQUIREMENTS							
1	Copy of Business Permit with Appropriate Line of Business							
	Appropriate Line of Business							
	(If provided with PSA-X, please							
	indicate in the Remarks portion							
2	and check "Yes" in Column G) 2023 Annual Income Tax Return							
-								
	(If provided with PSA-X, please							
	indicate in the Remarks portion and check "Yes" in Column G)							
3	Snip of PhilGEPS Registration							
-	Number							
	(If provided with DCA V places							
	(If provided with PSA-X, please indicate in the Remarks portion							
	and check "Yes" in Column G)							
II.TEC	CHNICAL SPECIFICATIONS							
١.	Availability							
1	Function room availability on							
	01-06 July 2024 (Batch 1)							
	Function room availability on 08-12 July 2024 (Batch 2)							
	Lot 1: Lugait and Naawan							
	49 pax for Batch 1	room	1					
	Lot 2: Manticao		4					
	35 pax for Batch 1 Lot 3: Initao	room	1					
	38 pax for Batch 1	room	1					
	Lot 4: Libertad and Gitagum		-					
	39 pax for Batch 1 Lot 5: Laguindingan	room	1					
	28 pax for Batch 1	room	1					
	Lot 6: Alubijid							
	37 pax for Batch 1	room	1					
	Lot 7: City of El Salvador 59 pax for Batch 1	room	2					
	Lot 8: Opol	100111	<u> </u>					
	70 pax for Batch 1	room	2					

No.	Technical Specification/s	Unit	Qty	Offered Price		Compliance to Technical Specifications		Remarks
				Unit Price	Amount	(Please Yes	Check)	
	Lot 9: Tagoloan							
	70 pax for Batch 1	room	2					
	Lot 10: Villanueva							
	38 pax for Batch 1	room	1			-		
	Lot 11: Claveria 53 pax for Batch 2	room	1					
	Lot 12: Jasaan	10011	I					
	53 pax for Batch 2	room	1					
	Lot 13: Balingasag	10011						
	69 pax for Batch 2	room	2					
	Lot 14: Lagonglong and Salay							
	56 pax for Batch 2	room	1					
	Lot 15: Binuangan,							
	Sugbongcogon and Kinoguitan 35 pax for Batch 2	room	1					
	Lot 16: Balingoan & Talisayan	room						
	34 pax for Batch 2	room	1					
	Lot 17: Medina	10011						
	33 pax for Batch 2	room	1					
	Lot 18: City of Gingoog							
	120 pax for Batch 2	room	3					
	Lot 19: Magsaysay							
-	34 pax for Batch 2	room	1					
2	Allowed set-up at 4-7 PM on 30 June 2024 or 07 July 2024,							
	whenever applicable							
П.	Location and Site Condition							
1	Accessibility							
	Near downtown area							
111.	Neighborhood Data							
1	Sanitation and health condition							
-	Proper waste management system*							
	such as regular garbage collection							
	and with Sanitary Permit from							
	appropriate authority							
2	Police and fire station							
	Proximity to Police and Fire							
	Stations							
3	Restaurant							
	Proximity to restaurants							
4	Banking, Postal and Telecom							
	Proximity to banks, postal and							
	telecommunications service provider							
IV.	Venue							
1	Structural Condition							
'	The foundation is made of concrete							
	and structural steel materials or							
	combination of both*							
2	Functionality of function room							
	Classroom setup							
	Room must not have pillars, If any,							
	pillars must not obstruct							
	participants' view of stage and							
	projector screen. Well-lighted and well-ventilated							
	function room							
I							l	

No.	Technical Specification/s	Unit Qty			Offered Price		Compliance to Technical Specifications	
				Unit Price	Amount	(Please Yes	Check)	
1	Comfortable and wide space for at					100		
	most 50 pax, space enough to							
	implement physical distancing							
	With strong (full bar signal) mobile network signal e.g. Globe/Smart							
	Free provision of the following:							
	Secretariat table* with 3 chairs	pc	1					
	Table for the Tech Booth with	pc pc	1					
	2 chairs	P 0	•					
	Tables for the projectors*	рс	2					
	Projector screen, big size	рс	2					
	Microphone units*	pc	4					
	Podium	pc	1					
	Philippine flag and pole*	pc	1					
	With 24-hour back-up							
	generator set							
	Waived electricity charges for							
	use of desktops, laptops and projectors.							
	With dedicated internet							
	connection for a particular							
	function room (not shared with							
	other function rooms)					_		
	Provision of strong and reliable fiber* internet connection for							
	video conferencing. Specify							
	internet speed 20 to 50 mbps							
3	Facilities							
	Water supply and toilet							
	Continuous water supply and							
	accessible and adequate number							
	of comfort rooms*							
	Elevators							
	At least one (1) energianel							
	At least one (1) operational elevator available 24/7*							
	Fire escapes and fire-fighting							
	equipment							
	Accessible emergency exit and alarm, standby fire extinguisher							
	and automatic sprinkler*							
	Internet and Telecommunications							
	Available telephone and/or							
	internet connection 24/7 within the premises of the building*							
	Audio-visual equipment							
	Audible/operational sound system							
	with standby technician*							
	Audio mixer must have							
4	independent microphone outputs* Other requirements							
<u> </u>	Maintenance							
	Provision of janitorial and							
	maintenance services*							

Attractiveness Ambience promotes learning* Price Amount Yes No Security Adequate security services 24/7* On call medical personnel in case of emergency* Image: Construct of the security adequate security services 24/7* Image: Construct of the security adequate security services 24/7* Image: Construct of the security adequate security services 24/7* Image: Construct of the security add unch Image: Construct of the security and Lunch for the Supervisor's Class Image: Construct of the security services and Lunch for the Supervisor's Class Image: Construct of the security services and Lunch for the Supervisor's Class Image: Construct of the security services and Lunch for the Supervisor's Class Image: Construct of the security services and Lunch for the Supervisor's Class Image: Construct of the security services and Lunch for the Supervisor's Class Image: Construct of the security services and Lunch for the Supervisor's Class Image: Construct of the security services and Lunch for the Supervisor's Class Image: Construct of the security services and Lunch for the Supervisor's Class Image: Construct of the security services and Lunch for the Supervisor's Class Image: Construct of the security services and Lunch for the security security services and Lunch for the security security services and the security	Remarks	nical cations	Compliance to Technical Specifications (Please Check)		Offered Price		Unit	Technical Specification/s	
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38 pax for Batch 1						C			
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	+		+			259	packs	Lot 11: Claveria	
53 pax for Batch 2 PhP 194,250								53 pax for Batch 2	
Lot 12: Jasaan packs 259	1		1						
53 pax for Batch 2 PhP 194,250 ABC								53 pax for Batch 2	
Lot 13: Balingasag packs 339	+		+			339	packs	Lot 13: Balingasag	

No.	Technical Specification/s	Unit	Qty		ed Price			Remarks
				Unit Price	Amount	Yes	No	
	<mark>69</mark> pax for Batch 2	PhP 25 AB						
	Lot 14: Lagonglong and Salay	packs	268					
	56 pax for Batch 2	PhP 20 AB						
		10	0					
	Lot 15: Binuangan, Sugbongcogon	packs	169					
	and Kinoguitan	PhP 13	0.500					
	35 pax for Batch 2	AB						
	Lot 16: Balingoan & Talisayan 34 pax for Batch 2	packs PhP 12						
	Lot 17: Medina	ABC packs	cí 159					
	33 pax for Batch 2	PhP 11						
	Lot 18: City of Gingoog	packs	c 594					
	120 pax for Batch 2	PhP 44	5,500					
	Lot 19: Magsaysay	packs	164					
	34 pax for Batch 2	PhP 12	3,000					
	Lot 20: Balingoan, Binuangan,	packs	9					
	Kinoguitan, Sugbongcogon	PhP 6 AB						
	and Talisayan	AD	0					
	09 pax Supervisors Class Lot 21: Alubijid, El Salvador City	packs	20					
	and Opol	PhP 15						
	20 pax Supervisors Class	AB						
	Lot 22: Gingoog City, Magsaysay and Medina	packs PhP 17	23 7.250					
	23 pax Supervisors Class	AB						
	Lot 23: Gitagum, Initao, Laguindingan, Libertad, Lugait, Manticao and Naawan 19 pax Supervisors Class	packs	19					
		PhP 14						
	Lot 24: Lagonglong and Salay	packs	c 15					
	15 pax Supervisors Class	PhP 11						
		AB	5					
	Lot 25: Claveria, Jasaan, Tagoloan and Villanueva	packs	26					
	26 pax Supervisors Class	PhP 19	500					
		AB						
	Snack Meals With Cold Juice/Tea Drinks							
	Non-pork							
	Choice of pastry products							
	(sandwiches, cakes, etc,), burger, pasta, or native Filipino							
	food/kakanin							
	Lunch Meals With Soda Drinks							
	Non-pork							
	Rice							
	3 viands – combination of 2							
	protein dish (fish, chicken, or beef), 1 type of noodle or vegetable dish							
	Provision of flowing drinking water							

No.	Technical Specification/s	Unit	Qty	Offered Price		Compliance to Technical Specifications		Remarks
				Unit Price	Amount	(Please Yes	Check) No	
	The number of pax is not guaranteed. This is for budgetary purposes only. PSA will be allowed to finalize the guaranteed pax at least 3 days before the event.							
	PSA will be allowed to make additional orders out of the reserved pax, whenever necessary.							
	Billing should be based on actual expenses incurred.							
	TOTAL OFFERED PRICE (in words and in figures)							

Printed Name of authorized	representative / Signature	:
Position:		
Name of Company:		
Address:		
Email Address:		
Fax No	Tel No.:	Cellphone No:
Date:		