Republic of the Philippines
Department of the Interior and Local Government
Regional Office 1

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REQUEST FOR QUOTATION (RFQ)

MODE OF PROCUREMENT:	SVP - NEGOTIATED PROCUREMENT	RFQ No.	2017- 09-25
Name of Procuring Entity:	DILG R1	Date:	
Office/End User:	LGMED		
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.

2. Bidders may quote for any or all terms.

3. Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.

4. Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.

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.

7. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initiated by the supplier or its authorized representative(s).

8. The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

9. Liquidated damages equivalent to one-tenth of one percent (0.1%) 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.

10. Bidders shall submit their quotation together with all the required documents on or before _____ to the BAC Secretariat. The BAC shall have the right to reject bids received after the deadline.

APPROVED BUDGET FOR THE CONTRACT (ABC):	
P 214,500.00	**PEDRO D. GONZALES**
	Chair, BAC

ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	ABC PER ITEM	PRICE PER UNIT
	Meals, Snacks and Accommodation				
	Day 0: Dinner and Accommodation	10	pax		
	Day 1: Breakfast, AM Snacks, Lunch, PM Snacks, Dinner, Accommodation	60	pax		
	Day 2: Breakfast, AM Snacks, Lunch, PM Snacks, Dinner, Accommodation	60	pax		
	Day 3: Breakfast, AM Snacks, Lunch, PM Snacks	60	pax		
	Inclusions and Specifications:				
	> 3 in a room accommodation, single bed each pax				
	> 3 main course; vegetable; rice, soup; dessert; drinks				
	> unlimited strong wifi connection in training hall and in rooms				
	> free use of training venue until 9 PM				
	> free welcome tarpaulin and backdrop				
	> free use of sound system; LCD and wide screen				
	> extension cords for 60 laptops				
	> free backdrop and tarpaulin				
	> standby hotel staff in the training hall				
	> free flowing coffee and drinking water inside the hall				
	> will check in a day before the activity (5 PM) and up to PM Snackson the last day				
	> venue preferably in Baguio City				
	NOTE:				
	*In order to be eligible for this procurement, suppliers/ service providers must submit the following eligibility requirements, together with the QUOTATION/ PROPOSAL and MENU :				
	1. Valid Business/ Mayor's Permit				
	2. Latest Income/Business Tax Return				
	3. PhilGEPS Certificate				
	4. Omnibus Sworn Statement				
	Purpose/Title of the Activity: Training on the Formulation of Enhanced LCCAP (1st Batch)				
	Date of the Activity: October 10-12, 2017				

Warranty		Price Validity	

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.