



Document Code:		
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REQUEST FOR QUOTATION (RFQ)

MODE OF PROCUREMENT:	NEGOTIATED PROCUREMENT - SMALL VALUE PROCUREMENT	RFQ No.	257
Name of Procuring Entity:	DILG R1	Date:	October 21-24 2019
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:

<p>TERMS AND CONDITIONS:</p> <p>1. Bidders shall provide correct and accurate information required in this form.</p> <p>2. Bidders may quote for any or all terms.</p> <p>3. Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.</p> <p>4. Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.</p> <p>5. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.</p> <p>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.</p>	<p>7. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).</p> <p>8. The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.</p> <p>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.</p> <p>10. Bidders shall submit their quotation together with all the required documents on or before <u>October 14, 2019 5:00pm</u> to the BAC Secretariat. The BAC shall not accept quotations received after the deadline.</p>
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APPROVED BUDGET FOR THE CONTRACT (ABC):
308,650.00

PEDRO D. GONZALES
BAC Chairperson

ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	ABC PER ITEM	PRICE PER UNIT
1	<p>MEALS & ACCOMMODATION</p> <p>PART ONE : Benchmarking activity on Practices in Internal Control and Internal Audit System</p> <p>Day 0 (October 20, 2019) Meal & Accommodation (Dinner)</p> <p>Day 1 (October 21, 2019) Meals & Accommodation (Breakfast, Lunch, Dinner, AM & PM Snacks)</p> <p>Day 2 (October 22, 2019) Meals & Accommodation (Breakfast, Lunch, Dinner, AM & PM Snacks)</p> <p>Day 3 (October 23, 2019) Meals (Breakfast, Lunch, AM & PM Snacks)</p> <p>PART TWO : Regional Roll-out on ROAD2SDGs</p> <p>Day 0 (October 23, 2019) Meal & Accommodation (Dinner)</p> <p>Day 1 (October 24, 2019) Meals (Breakfast, Lunch, AM & PM Snacks)</p> <p>>Venue located within Lingayen, Pangasinan >Venue willing 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 (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</p> <p>DOCUMENTARY REQUIREMENTS: For procurement projects with ABC>P50,000.00 UPON SUBMISSION OF BID/ OFFER:</p> <ol style="list-style-type: none"> Valid Business/ Mayor's Permit Latest Income/Business Tax Return PhilGEPS Registration Number Menu (for procurement with meals and snacks) * Non-submission of the above-stated requirements shall automatically disqualify the bid/offer <p>PRIOR TO ISSUANCE OF NOTICE OF AWARD:</p> <ol style="list-style-type: none"> Omnibus Sworn Statement <p>Purpose/Title of the Activity: Benchmarking Activity on Practices in Internal Control and Internal Audit System cum Regional Roll-out on ROAD2SDGs</p> <p>Date of the Activity: October 20-24, 2019</p>				

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.