



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

Document Code: \_\_\_\_\_

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MODE OF PROCUREMENT: **SMALL VALUE PROCUREMENT-NEGOTIATED PROCUREMENT** RFQ No. 2017- *QS-115*

Name of Procuring Entity: **DILG RO 1** Date: *5-29-17*

Office/End User: **LOCAL GOVERNMENT MONITORING AND EVALUATION DIVISION (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 Bid Proposal/Quotation:

**TERMS AND CONDITIONS:**

- |   |  |
|---|--|
| <ol style="list-style-type: none"> <li>Bidders shall provide correct and accurate information required in this form.</li> <li>Bidders may quote for any or all terms.</li> <li>Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.</li> <li>Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.</li> <li>Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.</li> <li>Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.</li> </ol> | <ol style="list-style-type: none"> <li>Any interlineations, erasures, or overwriting shall be valid only if they are signed or initiated by the supplier or its authorized representative(s).</li> <li>The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.</li> <li>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.</li> <li>Please submit your signed bid proposal or price quotation on or before the set deadline, as indicated below.</li> </ol> |
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APPROVED BUDGET FOR THE CONTRACT (ABC):  
**P 84,300.00**

*[Signature]*  
**PEDRO D. GONZALES**  
Chairman, BAC

ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	ABC PER ITEM	PRICE PER UNIT
	<b>REGULATORY SIMPLIFICATION WORKSHOP FOR 1ST CLASS MUNICIPALITIES</b> <b>BATCH 5: JULY 26-27, 2017 (TENTATIVE)</b>			P 84,300.00	
	DAY 0 - 3 Pax (pm snacks, dinner & accommodation)	3	Pax	P2,400.00	
	DAY 1 - 39 Pax (3 meals- Breakfast, Lunch & Dinner); and 2 Snacks (am & pm) and accommodation	39	Pax	P54,600.00	
	DAY 2 - 39 Pax (2 meals- Breakfast and Lunch); and 2 Snacks (am & pm)	39	Pax	P27,300.00	
	<b>ACTIVITY REQUIREMENTS:</b>				
	1. Preferably within the Province of Ilocos Sur				
	2. Submit set of menu; Free flowing coffee/tea				
	3. Three (3) Pax in a room with complete amenities for the accommodation				
	4. Training Hall that can accommodate stated number of participants with complete amenities i.e. Microphones PA System, Multi-Media Projector with cable/wire and Screen, Tables and Chairs and Secretariat Table. including setting-up of the Training Venue.				
	5. Tarpaulin (Welcome and Backdrop) Note: DILG to provide lay-out				
	6. Free use of Wifi (Room and Training Hall)				
	<b>DEADLINE OF SUBMISSION OF PRICE QUOTATION: JUNE 14, 2017</b>				
	<b>NOTE:</b>				
	*In order to be eligible for this procurement, suppliers/ service providers must submit together with the quotation/proposal the following Eligibility Requirements, as required for by RA 9184 (Government Procurement Reform Act)				
	1. Valid Business/ Mayor's Permit				
	2. Latest Income/Business Tax Return				
	3. PhilGEPS Certificate/Registration				
	4. Omnibus Sworn Statement				

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

\_\_\_\_\_  
Telephone Number/Cellphone Number