

PHILIPPINE PORTS AUTHORITY

PMO - Eastern Leyte/Samar

Port Area, Tacloban City

Tel. No. (053) 832-3962

Email Add: bac_pmoels@yahoo.com

Bids and Awards Committee - Procurement of Goods and Consultancy Services & Engineering Projects (BAC-PGCS/EP)**REQUEST FOR QUOTATION**RFQ for P.R. No.: **TAC-4493-24**P.R. Date: **Oct. 9, 2024**Date Of Quotation: **October 9, 2024**Project/Title: **Meals and Accommodation**Office/End-User: **Admin, PPA-PMO-Eastern Leyte/Samar**

Please read the Terms and Conditions of this Request for Price Quotation (RFQ) and quote your lowest price on the item/s listed below. Submit this RFQ, duly signed and sealed, to the BAC-PGCS/EP Secretariat not later than **12:00 noon of October 15, 2024** OPENING OF BIDS shall follow at **2:00 p.m.** on the same day at PPA, PMO-Eastern Leyte/Samar, Conference Room, Port Area, Tacloban City.

ITEM NO.	ITEM/S & SPECIFICATION	QTY	UNIT	AGENCY CANVASSED PRICE		BIDDER'S PRICE QUOTATION	
				UNIT	TOTAL	UNIT	TOTAL
1	Meals and Accommodation	1	LOT	99,200.00	99,200.00		
	X-X-X-X-X-X						
				TOTAL ABC Php	99,200.00	BIDDER'S TOTAL QUOTATION Php	

NOTE: **CY2024 Workplace Team Building and Wellness Program on October 18-20 (Batch 1) and October 25-27 (Batch 2), PMO-EL/S.**

PRINTED NAME & SIGNATURE OF OWNER/AUTHORIZED REPRESENTATIVE

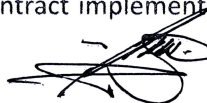
COMPANY NAME: _____

ADDRESS: _____

CONTACT NO.: _____

TERMS AND CONDITIONS**Small Value Procurement (SVP)**

1. Fill-out all entries legibly; typewritten or handwritten.
2. Attach a photocopy of the following documents:
 - a. Mayor's/Business Permit - 2024
 - b. PhilGEPS Certificate of Registration
 - c. Income Tax Return
3. Submit duly notarized **Omnibus Sworn Statement** if awarded the contract.
4. Quote on all items specifying the **unit cost for each item, the total cost, and the total price quotation.**
5. Sign or initial any **alterations, erasures or overwritings** in the Request for Quotation.
6. Bids that fail to include any requirement or are incomplete or patently insufficient shall be considered as **"Failed"** under the "Pass/Fail" criterion in Rule IX Section 30.1 of the 2016 Revised IRR of RA 9184.
7. The contract shall be awarded to the bidder with the **Single or Lowest Calculated and Responsive Quotation.**
- 8.0 Upon the receipt of the Purchase Order, deliver the goods & services within **the scheduled date**; otherwise, pay liquidated damages equal to one-tenth (1/10) of one percent (1%) of the cost of the goods/services to be delivered for every day of delay.
9. Expiration for the item shall be at least six (6) months from delivery.
10. Bid prices shall be valid for a period of sixty (60) calendar days from date of quotation.
11. The Head of the Procuring Entity reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract under Section 41 of the Revised IRR of RA 9184.
12. The pertinent provisions of RA 9184 and its Revised IRR shall govern the contract implementation and other matters not expressly mentioned herein.


ATTY. GLENN S. LAGUNAY

Chairperson, BAC-PGCS/EP