

Republic of the Philippines CIVIL AVIATION AUTHORITY OF THE PHILIPPINES Office of the Bids and Awards Committee Brgy. Ga-ub Cabatuan, Iloilo Telefax: (033) 321 1950 / (033) 329 9500 loc 3266



REQUEST FOR QUOTATION Date:

November 24, 2023 BSVP 2023-058

		RFQ.:	BSVP 2023-058
Name of Company:			
Address:			
Business Permit No.:			
TIN No.:			
PhilGEPS Registration No.:			
PROCUREMENT:	Team Building FY 2023 of Godofredo P. Ramos Airport		

TERMS AND CONDITIONS:

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided on this request for quotation.

Submit your quotation duly signed by you or your duly representative and must send copies of eligibility requirements (Business Permit,

PhilGEPS Certificate of Registration and Special Power of Attorney for Sole Proprietorship/ Secretary Certificate for Corporation and Cooperative, if applicable) not later than November 28, 2023 at 9:00 AM.

Interested bidder must submit this RFQ and Price Quotation in the Bidder's/Supplier's Letterhead sealed in an envelope addressed to the BAC Chairman. Kindly review Terms and Conditions attached herewith.

> (SGD.) ROBERTO B. MONTELIJAO JR. Procurement Officer

1. Bidders must provide correct and accurate information required in this form.

2. Only authorized representative shall be allowed to sign the Request For Quotation in behalf of the owner/ corporation.

3. Bidders must quote for all the items.

4. Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of submission.

5. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable. 6. Quotations exceeding the Approved Budget for the Contract shall be rejected.

7. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer

(for consulting services) which complies with the minimum technicalspecifications and other terms and conditions stated herein. 8. Any interlineations, erasures or overwriting shall be valid only if ther are signed or initiated by you or any of your duly authorized. representative's

9. Rental of Venue and Accomodation shall be for 4 Days and 3 Nights and deliverables shall be upon the day of availment of acccomodation.

10. The GPPB-TSO shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

11. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered withn the prescribed delivery period shall be imposed per day of delay. The GPPB-TSO shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

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

ITEM DESCRIPTION				OFFER								
		Quantity (QTY)		Approved Budget of the Contract	PRICE			BRAND indicate brand or generic (mandatory)	Compliance with Technical Specifications (Please Check)		REMARKS	
					QTY	Unit Price	Total Price		Yes	No		
			PHP 35,000		.00							
1	Guest Speaker	1	lot									
2	Venue	1	lot									
4	Transportation (Control Tower to the Venue via Tricycle & Vice Versa)	1	lot									
5	Props/Materials	1	lot									
	(Tarpaulin, Balloons, Balloon Blower, Paper Cups, Paper Plates, Disposable Spoons, Ping Pong Ball, Stick, Tissue Paper, etc.)											
6	Tshirt (Please contact end-user for the Design/Layout)	25	pax									
7	Prizes (Assorted Goods)	1	lot									
8	Meals	25	pax									
	(Dinner Buffet)											
	TOTAL											

	Quantity (QTY)	Approved Budget of the Contract	OFFER						
ITEM DESCRIPTION			PRICE		BRAND indicate brand or generic (mandatory)	Compliance with Technical Specifications (Please Check)		REMARKS	
			QTY	Unit Price	Total Price]	Yes	No	

TERMS OF REFERENCE

I. Delivery and Schedule of Requirements

1. FOOD

Dinner 06:30 PM

I.1.b Bidders must attach the menu proposal.

I.1.c Delivery schedule is subject to change. New delivery date shall be coordinated 3 days prior to delivery.

II. Terms of Payment

The service provider must issue a billing statement and proof of deliverables/ means of verification before the processing of any payment.

Signature over Printed Name