



Procurement Unit

REQUEST FOR QUOTATION (RFQ) No. 286-2019

The Tarlac State University (TSU), through its Bids and Awards Committee (BAC) and Procurement Unit, will undertake an **Alternative Method of Procurement through Negotiated Procurement** for the items stated below, in accordance with Section 53.9 Small Value Procurement of the Revised Implementing Rules and Regulations of Republic Act. No. 9184.

The TSU hereinafter referred to as "the Buyer", now requests submission of a price quotation for the subject below:

Job Order No.	DESCRIPTION/PARTICULARS	APPROVED BUDGET FOR THE CONTRACT (ABC) inclusive of VAT
2019-081 (UESO)	INTERNATIONAL SEMINAR ON TRANSFORMATIVE SCHOOL LEADERSHIP OF 21st CENTURY ON JUNE 7 - 9, 2019	787,500.00
<i>Purpose: FUNCTION ROOM, FOOD AND ACCOMMODATION (LIVE OUT SEMINAR)</i>		

PhilGeps Posting: Active Date: 4/11/19 Category: Hotel Accommodation
 Closing Date: 4/15/19 Reference No.: 6143963

Interested suppliers are required to submit the following documents:

- Valid and Current Mayor's / Business Permit
- Latest Income / Business Tax Return
- Proof of PhilGeps Registration
- Omnibus Sworn Statement
- Brochure, if applicable

TSU Condition of Sale:

- Delivery Schedule: 10 calendar days from receipt of approved PO/NTP
- Bid Validity: 120 calendar days from submission of bids
- Delivery Site: Supply and Property Management Unit, Tarlac State University
(045) 606-8159 / (045) 982-2605
- Warranty shall be for a period minimum of three (3) months of expandable supplies, or a minimum of one (1) year for non-expandable/services.
supplies/equipment after acceptance by the procuring entity of the delivered supplies/equipment/services.

Award of contract shall be made to the bidder with the lowest quotation for the subject goods which comply with the minimum technical specifications and other terms and conditions stated herein.

Any alteration, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder Any alteration, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative.

Submission of duly signed Price Quotation Form (Attachment 1) and eligibility documents is not later than 4/15/19 at the Procurement Unit, Admin Building Tarlac State University, Tarlac City. Open submission may be done manually or through email at javy_carlos@yahoo.com / julietelaineacuna@yahoo.com

The penalty for late deliveries is one tenth (1/10) of one (1) percent of the cost of the underperformed portion for every day of delay. The maximum deduction shall be ten percent (10%) of the contract price. Once the cumulative amount of liquidated damages reaches ten (10%) percent of the contract price, the procuring entity shall rescind the contract without prejudice to other courses of action and remedies open to it.

The TSU reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract in accordance with Section 41 of R.A 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.


ELENA MAY J. TEOFILO
 Head, Procurement Unit

PRICE QUOTATION

Date. : 4/10/19
 RFQ No. : 286-2019
 PR/JO No. : 2019-081 (UESO)

The Bids and Awards Committee
 c/o Procurement Unit
 TSU, Tarlac City
 (045) 982 -4630 / (045) 606 -8157

Sir / Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price quotation for the item/s identified below:

ITEM NO.	UNIT	ITEM & DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
1	lot	FUNCTION ROOM, FOOD AND ACCOMMODATION FOR "CPD - INTERNATIONAL SEMINAR ON TRANSFORMATIVE SCHOOL LEADERSHIP OF 21st CENTURY" ON JUNE 7 - 9, 2019. <u>ACTIVITY TITLE:</u> INTERNATIONAL SEMINAR ON TRANSFORMATIVE SCHOOL LEADERSHIP OF 21st CENTURY <u>ACTIVITY DATE:</u> JUNE 7 - 9, 2019 (FRIDAY-SATURDAY-SUNDAY) <u>VENUE OF ACTIVITY:</u> CLARK PAMPANGA <u>HOTEL ACCOMMODATIONS:</u> 4 RESOURCES SPEAKERS (1 FEMALE & 3 MALE) 12 FACILITATORS/UESO DIRECTOR & STAFF / 6 FEMALE & 6 MALE (3 DAYS & 2 NIGHTS) <u>FUNCTION ROOM:</u> WITH FUNCTION ROOM THAT CAN ACCOMMODATE 250 PERSONS 8:00 AM - 5:00 PM FROM JUNE 7 TO 9, 2019 (3 DAYS) <u>FOOD & BEVERAGES:</u> AM SNACKS WITH ONE ROUND OF ICED TEA OR SODA MANAGED BUFFET LUNCH WITH ONE ROUND OF ICED TEA OR SODA (2 STATIONS) PM SNACK WITH ONE ROUND OF ICED TEA OR SODA FREE FLOWING COFFEE ASSORTED MINTS <u>INCLUSIONS:</u> USE OF THE AIR CONDITIONED FUNCTION ROOM WITH BANQUET/CLASS ROOM SET UP. STANDARD SOUND SYSTEM WITH MICROPHONES LCD PROJECTOR WITH WHITE SCREEN (AT LEAST 2) WHITE BOARD, WHITE BOARD MARKER & ERASER FREE WI-FI INTERNET PODIUM UNIFORM WAITER	1		

Warranty : _____
 The above-quoted price is inclusive of all costs and applicable taxes
 Very truly yours,
 AUTHORIZED REPRESENTATIVE :

Signature : _____
 Printed Name : _____
 Date : _____
 Company Name Registered : _____
 Contact no. : _____
 TIN no. : _____



PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for
Philippine Government
Procurement Opportunities

Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6143963
Procuring Entity TARLAC STATE UNIVERSITY
Title International Seminar on Transformative school Leadership of 21st Century on June 7-9, 2019 (Clark Pampanga)
Area of Delivery Tarlac

Solicitation Number: 286-2019	Status	Pending
Trade Agreement: Implementing Rules and Regulations	Associated Components	3
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification: Goods	Document Request List	0
Category: Hotel and Lodging and Meeting Facilities	Date Published	11/04/2019
Approved Budget for the Contract: PHP 787,500.00	Last Updated / Time	10/04/2019 16:58 PM
Delivery Period: 10 Day/s	Closing Date / Time	15/04/2019 13:00 PM
Client Agency:		
Contact Person: Juliet Elaine Acuna Canvasser Romulo Blvd. Tarlac City Tarlac Philippines 2300 63-045-6068157 julietelaineacuna@yahoo.com		

Description

For UESO.

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Function Room, Food and Accommodation	for "CPD- International Seminar on Transformative School Leadership of 21st Century" on June 7-9, 2019	1	Lot	787,500.00

Other Information

The bidders must download the attached documents in the associated component

Created by Juliet Elaine Acuna
Date Created 10/04/2019

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