



Philippine Economic Zone Authority

RFQ No.	2018-10-0003
Date	08 October 2018

REQUEST FOR QUOTATION
(Alternative/Negotiated Procurement – Lease of Real Property and Venue)

Name: _____

Name of Venue/Company: _____

Address: _____

The Philippine Economic Zone Authority (PEZA), through its Bids and Awards Committee (BAC) will undertake an **Alternative Mode of Procurement under Lease of Real Property/Venue** in accordance with Sec. 53.10 of the 2016 Revised Implementing Rules and Regulations of the Republic Act No. 9184.

Name of Project	Lease of Venue (Accommodation with Breakfast) for PEZA delegates to the DG's Cup
Venue	Ortigas Center, Pasig City
Description/Specification	Attached Annex A
ABC	Php1,000,000.00
Deadline of submission	12 October 2018, 5:00PM

Interested suppliers/lessors may submit their duly accomplished Price Quotation Form (Annex A), on or before the deadline of submission of bids to the BAC Secretariat at the PEZA Head Office, 5Floor, PNOG Bldg.5, DOE-PNOG Complex, Energy Center, Rizal Drive, BGC, Taguig City.

Bidders must submit sealed quotation/s in the address given above together with the following documentary requirements:

- 1) PhilGEPS Registration Number;
- 2) Valid and Current Mayor's/Business Permit 2018, (for individual proprietor, BIR Certificate of Registration shall be submitted in lieu of Mayor's permit);
- 3) Omnibus Sworn Statement (OSS)
 *Additional requirements: For ABC above P500k
 - 1) BIR eFPS, Quarterly Income Tax Return (ITR)-(previous 2 quarters, BIR Form No. 1701Q)
 - 2) BIR eFPS, Monthly VAT Declaration (last 6mos, BIR Form No. 2550-M)

Award of contract shall be given to the lowest calculated bidder which complies with the item descriptions (Annex A) and General Terms and Conditions (Annex B).

For any clarification, you may contact/email Mr. Ludwig Daza or Ms. Mae Perez at telephone nos. (02) 5513451 local 213 or 634

TERESO O. PANGA
 BAC, Chair

Annex "A"
PRICE QUOTATION FORM
(Financial Bid)

RFQ No.	2018-10-0003
Date	08 October 2018

HON. TERESO O. PANGA

Chairperson, Bids and Awards Committee
Philippine Economic Zone Authority (PEZA)
5Floor, PNOB Bldg.5, DOE-PNOB Complex, Energy Center
Rizal Drive, BGC, Taguig City

Thru: BAC Seretariat

Dear Sir:

After having carefully read and accepted the Terms and Conditions of this RFQ and followed Instructions to Bidders, hereunder is our quotation/s for the items as follows:

Project:		
Lease of Venue (Accommodation with Breakfast) for the PEZA DG's Cup Delegates		
Description/Specifications		Price
No. of pax	170 pax	
Date/s	21 to 24 November 2018	
No. of nights	3 nights (2 nights - 170 pax); (1 night/3 rd night - 145pax)	
Room type	Various room types provided that maximum of 3 pax will share in 1 bathroom	
Venue	Ortigas, Center (approximately less than 1.0 km to 1.5 km away from Megamall Bowling Center and Meralco Compound, Ortigas Center with buffet area that can accommodate 100 pax at a time during breakfast)	
Meal inclusion	Breakfast	
Total Bid Price (Words & Figures) (inclusive of VAT and other charges)		

Signature over Printed Name

Office Telephone No. / Mobile Telephone No.

Email address/es

INSTRUCTIONS:

- (1) Accomplish this RFQ correctly and accurately.
- (2) Do not alter the contents of this form in any way.
- (3) Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.



(Annex B)

TERMS AND CONDITIONS

1. **Final arrangement of the total number of pax per day for accommodation shall be done prior to Contract signing.**
2. Bid proposals shall be subject to the rating factors for lease of venue under Annex "H", C of the RIRR of RA No. 9184.
3. Any modifications in the room arrangements during contract implementation must be approved by the PEZA. The rate of each new room shall not exceed the amount equal to the said room's published rate, as of the date of return of this RFQ, less (a) the corresponding percentage that was deducted from the published rate of the room for which this quotation is given to arrive at the offered quotation; or (b) a higher percentage than that mentioned in the foregoing; provided, that the resulting total cost of room arrangements shall not exceed the total offered quotation for the same as contained in this RFQ.
4. Bidders shall provide correct and accurate information required in this form.
5. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties, and/or levies payable.
6. Payment terms will be specified in the contract.
7. Award of contract shall be made to the lowest calculated responsive bid/quotation which complies with the technical specifications, and other terms and conditions stated herein.
8. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
9. The charge for the additional persons shall be contained in an Amendment to Contract.

