



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9460771
Procuring Entity PHILIPPINE STATE COLLEGE OF AERONAUTICS
Title Strategic Planning 2023-2028 Review on February 28, to March 1, 2023
Area of Delivery Batangas

Solicitation Number:	2023-01-0006	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods	Bid Supplements	0
Category:	Hotel and Lodging and Meeting Facilities		
Approved Budget for the Contract:	PHP 180,000.00	Document Request List	0
Delivery Period:	2 Day/s		
Client Agency:		Date Published	08/02/2023
Contact Person:	Romualdo Salud Intia Canvasser Piccio Garden Villamor Airbase Pasay City Metro Manila Philippines 1300 63-02-4255326 63-02-4255326 mhaldz123@gmail.com	Last Updated / Time	07/02/2023 11:08 AM
		Closing Date / Time	13/02/2023 13:00 PM

Description

Lot Lease of Venue
" 1. The Supplier shall be PhilGEPs -registered. "
" 2. The Supplier shall provide an airconditioned venue for twenty-six (26) people with the following specifications: "
"2.1 Eight (8) hours use of venue;"
"2.2 classroom set-up, inclusive of projector, projecting screen, rostrum and sound system;"
2.3 Complimentary WIFI connection;
"2.4 Pads and pencils/ball pens;"
"2.5 Signage during the duration of the activity (2 days)."
"3. The Supplier shall provide room accommodations for twenty-eight (28) people with the following specifications:"
3.1 Two (2) single- room type; four (4) twin-room type; and six (6) triple-room type;
3.2 All rooms with WIFI connection, water heater, complimentary coffee/tea and bottled water for occupants;
3.3 Dental kit, soap, shampoo, disposable slippers and bath towel set for each occupant in all rooms;
3.4 Hot and cold shower for each restroom.
"4. The Supplier shall provide meals for twenty-eight (28) people with the following specifications:"
February 28 (Tuesday): AM Snacks ;Buffet Lunch (12 noon); PM Snacks; Buffet Dinner (7 pm)
March 1, (Wednesday): Breakfast (7 am); AM Snack; Buffet Lunch (12 noon); PM Snacks
"5. The Supplier shall provide detailed food selections/menu for the meals stated above."
"6. Dispenser for hot and cold water, and unlimited coffee shall be provided in the activity venue."
"8. The Supplier shall provide free parking space for two days, for one (1) bus and two (2) vehicles."
"Terms of Payment
1. Payment shall be made within a period of thirty (30) days upon receipt of Statement of Account/ Billing Statement/ Invoice from the Supplier."
"2. The supplier shall provide the bank account details through which payment will be credited."
"Failure of Delivery
1. In case of failure to deliver the specified requirements , a penalty of one-tenth (1/10) of one percent (1%) of the contract price shall be deducted from the billing for each day of delay."

TERMS OF REFERENCE

I. Project Description
The project requires the procurement of lease of venue with room accommodations and meals for the Philippine State College of Aeronautics (PhilSCA) team. The Crafting of the PhilSCA Strategic Plan 2023-2028 will be held on February 28 and March 1,, 2023 (Tuesday and Wednesday) in either Region IV-A

II. Approved Budget for the Contract
Funding for this project shall be sourced from the GAA 2023 of PhilSCA under MOOETraining Expenses, in the amount of one hundred eighty thousand pesos only (PhP 180,000.00), inclusive of all taxes and other charges.

III. Mode of Procurement
The procurement of lease of venue with room accommodations and meals shall be undertaken through "Alternative Method of Procurement – Lease of Venue," under item 9, Annex "H" of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184, known as the Government Procurement Reform Act of 2002.

IV. Responsibilities of the Supplier

1. The Supplier shall be PhilGEPs -registered.

2. The Supplier shall provide an airconditioned venue for twenty -six (26) people with the following specifications:

2.1 Eight (8) hours use of venue;

2.2 classroom set-up, inclusive of projector, projecting screen, rostrum and sound system;

2.3 Complimentary WIFI connection;

2.4 Pads and pencils/ball pens;

2.5 Signage during the duration of the activity (2 days) .

3. The Supplier shall provide room accommodations for twenty -eight (28) people with the following specifications:

3.1 Two (2) single- room type; four (4) twin-room type; and six (6) triple-room type;

3.2 All rooms with WIFI connection, water heater, complimentary coffee/tea and bottled water for occupants;

3.3 Dental kit, soap, shampoo, disposable slippers and bath towel set for each occupant in all rooms;

3.4 Hot and cold shower for each restroom.

4. The Supplier shall provide meals for twenty -eight (28) people with the following specifications:
February 28 (Tuesday) AM Snacks
Buffet Lunch (12 noon)
PM Snacks
Buffet Dinner (7 pm)
March 1, (Wednesday) Breakfast (7 am)
AM Snack
Buffet Lunch (12 noon)
PM Snacks

5. The Supplier shall provide detailed food selections/menu for the meals stated above.

6. Dispenser for hot and cold water, and unlimited coffee shall be provided in the activity venue.

7. The Supplier shall specify if:

7.1 The AM and PM snacks can be served in the venue;

7.2 Buffet lunch and buffet dinner can be served in the venue or will be in a reserved area in the in-house restaurant.

8. The Supplier shall provide free parking space for two days, for one (1) bus and two (2) vehicles.

V. Terms of Payment

1. Payment shall be made within a period of thirty (30) days upon receipt of Statement of Account/ Billing Statement/ Invoice from the Supplier.

2. The supplier shall provide the bank account details through which payment will be credited.

VI. Failure of Delivery

1. In case of failure to deliver the specified requirements in item IV of this TOR, a penalty of one-tenth (1/10) of one percent (1%) of the contract price shall be deducted from the billing for each day of delay.

Other Information
All quotations to be submitted only to the
Official e-mail address of Procurement Officer
Addressed to the Acting Procurement Officer
email Add: phiscaprocurement@gmail.com
Asst. Prof. Noel E. Lagui
Acting Procurement Officer

Created by Romualdo Salud Intia
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