

## Civil Service Commission

Constitution Hills, Batasang Pambansa Complex Diliman, Quezon City,

## REQUEST FOR QUOTATION

RFQ No.

2022-095 (3rd)

Date:

02-Aug-22

PR No./End-User:

2022-06-0523 (PAIO)

Company Name : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 Tel No. & Fax No. : \_\_\_\_\_  
 Mobile No. : \_\_\_\_\_  
 PhilGEPS Reg. No. \_\_\_\_\_  
 TIN No. \_\_\_\_\_

| ITEM NO. | ITEM & DESCRIPTION  | QTY | UNIT | YES | NO | REMARKS/BIDDERS SPECIFICATIONS<br>If applicable, write the detailed specifications in the space provided.<br>Indicate brand, model and country of origin. | UNIT PRICE | TOTAL PRICE |
|----------|---|-----|------|-----|----|---|------------|-------------|
| 1        | Lease of venue with provision for meals and accomodation and other amenities for the guests (Tentative date - 18-20 September 2022) | 54  | rms  |     |    |   |            |             |
|          |   | 3   | rms  |     |    |   |            |             |
|          | <b>54 Twin sharing rooms and 3 Triple rooms for 3 days 2 nights (no. of rooms subject to change)</b>                                |     |      |     |    |   |            |             |
|          | Can Adjust to the Abrupt Change of Schedule   |     |      |     |    |   |            |             |
|          | <b>Location:</b> within Metro Manila approximately 10KMS away from Malacañan Palace   |     |      |     |    |   |            |             |
|          | <b>Hotel Category:</b> 5 Star rating or its equivalent  |     |      |     |    |   |            |             |
|          | Can provide atleast 70 rooms accommodation with complimentary, breakfast for 2 nights and 3 days                                    |     |      |     |    |   |            |             |
|          | Can provide menu suitable to the needs of the guests  |     |      |     |    |   |            |             |
|          | Can provide function room for the rehearsal, pocket meetings, and other related activities for free                                 |     |      |     |    |   |            |             |
|          | Can provide utmost security and comfort for the guests  |     |      |     |    |   |            |             |
|          | Can provide room for the video shoot in the evening and room for photo shoot in the morning   |     |      |     |    |   |            |             |
|          | Catering services must be in-house and offers variety of menu selection including HALAL food  |     |      |     |    |   |            |             |
|          | No Casino within the hotel building/premises  |     |      |     |    |   |            |             |
|          | Must accept send bill policy  |     |      |     |    |   |            |             |
|          | <b>Approved Budget for the Lease of Venue Contract: PhP804,000.00</b>   |     |      |     |    |   |            |             |

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|----------|--|-----|------|-----|----|---|------------|-------------|
| 2        | <b>Buffet Meals for the rehearsals to include free use of function room that can accommodate around 70 pax for classroom setup and sound system</b>  | 120 | pax  |     |    |   |            |             |
|          | No of pax, subject to change depending on the no. of guest   |     |      |     |    |   |            |             |
|          | <i>Section 41 - C of the 2016 GPBB IRR states that the HoPE reserves the right to reject any all bids, declare a failure or not award the contract of the physical and economic conditions have significantly changed so as to render the project no longer economically, financially or technically feasible, as determined by the HoPE</i> |     |      |     |    |   |            |             |
|          | <b>Approved Budget for the Buffet Meal Contract: PhP240,000.00</b>   |     |      |     |    |   |            |             |
|          | <b>TOTAL Approved Budget for the Contract: PhP1,044,000.00</b>   |     |      |     |    |   |            |             |
|          | ----- Nothing Follows -----  |     |      |     |    |   |            |             |
|          |  |     |      |     |    |   |            |             |

  
**MYRNA L. MANUEL**  
 Procurement Officer

931-7935; 931-7939; 931-8092 Loc. 508

\_\_\_\_\_  
 Printed Name/Signature  
 Authorized Representative of the Service Provider