



Republic of the Philippines
Province of Romblon
MUNICIPALITY OF SANTA FE
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THE BIDS AND AWARDS COMMITTEE

**INVITATION FOR NEGOTIATED PROCUREMENT – LEASE OF VENUE
FOR THE CAPACITY DEVELOPMENT TRAINING**

May 26, 2023

Sir/Madam,

The Municipal Government of Santa Fe, Romblon intends to apply the sum of **Four Hundred Fifty Six Thousand Pesos (P 456,000.00)** being the Approved Budget for the Contract (ABC) to payments for the **Lease of Venue for the Capacity Development Training** on June 13-15, 2023.

The Municipal Government of Santa Fe, Romblon now calls for interested Lessors to submit price quotations for the Lease of Venue on or before June 2, 2023 with the project description listed below:

Quantity	Unit	Item/Description
3	days	LEASE OF VENUE ➤ Venue, Accommodation and Food Provision (Breakfast, AM Snacks, Lunch, PM Snacks and Dinner) of 60 participants

The schedules of activities are listed below:

Activities	Schedule
Posting and Availability of Request for Quotations	May 26, 2023 to June 5, 2023
Deadline for Submission of Quotations	June 5, 2023/9:30 A.M.
Opening and Reading of Price Quotations	June 5, 2023/10:00 A.M.

Opening and reading of quotations shall be on **June 5, 2023 10:00 o'clock in the morning** at the **Office of the Bids and Awards Committee - Municipal Hall, Poblacion, Santa Fe, Romblon.**

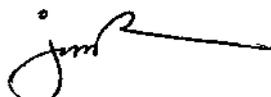
Interested suppliers may submit their quotations on or before June 5, 2023, 9:30 in the morning at the Office of the Bids and Awards Committee together with the following eligibility documents:

1. PhilGEPS Certificate of Registration or PhilGEPS Registration Number
2. Certificate of Registration of Business Name issued by the SEC/DTI/CDA
3. Valid and Current Mayor's/Business Permit
4. BIR Certificate of Registration with line of business related to the items subject of the purchase
5. Latest Income Tax Return and Latest Business Tax Return
6. Notarized Omnibus Sworn Statement
7. Authority of the Signatory

The Municipal Government of Santa Fe, Romblon reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

ENGR. CHARLIE T. ANDRES, JR.
Municipal Agriculturist/LGU-BAC Chairperson
Municipality of Santa Fe
Province of Romblon
Telephone No. **0927-863-5875**
Email Address: **stafebac2023@gmail.com**


CHARLIE T. ANDRES, JR.
BAC Chairperson

Received by:

Signature over printed name

Date: _____

Standard Form Number: SF-GOOD-60

Revised on: May 24, 2004

Project Reference Number: _____

Name of the Project: Capacity Development Training of Mun. Officials & Employees (Capability Building of LGU Official & Employees)

Standard Form Title: Request for Quotation Location of the Project: Santa Fe, Romblon

REQUEST FOR QUOTATION

Date: _____

Quotation No. _____

Please quote your lowest price on the item/s listed below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than June 05, 2023 at the Office of the Bids and Awards Committee, Municipal Hall-Poblacion, Santa Fe, Romblon. The Approved Budget for the Contract (ABC) is Four Hundred Fifty Six Thousand Pesos (456,000.00).

ENGR. CHARLIE T. ANDRES, JR

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(BAC Chairman)

ITEM NO.	UNIT OF ISSUE	ITEM & DESCRIPTION	QTY.	UNIT PRICE	TOTAL PRICE
1	days	Lease of Venue with the following inclusion:	3		
		> Venue, Accommodation and Food Provision (Breakfast, AM Snacks, Lunch, PM Snacks and Dinner) of 60 participants			

TOTAL _____

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Printed Name / Signature

Address

Date