

REQUEST FOR QUOTATION (THIS IS NOT AN ORDER)		THIS RFQ <input type="checkbox"/> IS <input checked="" type="checkbox"/> IS NOT A SMALL BUSINESS SET-ASIDE		PAGE OF PAGES 1 11
1. REQUEST NO. SRP380-16-Q-0098	2. DATE ISSUED 05/16/2016	3. REQUISITION/PURCHASE REQUEST NO. PR5333085	4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1	RATING
5a. ISSUED BY GSO/C&P, US Embassy Manila, Seafront Compound, Roxas Blvd., Pasay City			6. DELIVER BY (Date)	
5b. FOR INFORMATION CALL (NO COLLECT CALLS)				
NAME MARILYN S. VITA		TELEPHONE NUMBER AREA CODE: 632 NUMBER: 301-2828		7. DELIVERY <input checked="" type="checkbox"/> FOB DESTINATION <input type="checkbox"/> OTHER (See Schedule)
8. TO:			9. DESTINATION	
a. NAME	b. COMPANY		a. NAME OF CONSIGNEE	
c. STREET ADDRESS			b. STREET ADDRESS	
d. CITY			c. CITY	
e. STATE		f. ZIP CODE		d. STATE e. ZIP CODE
10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5a ON OR BEFORE CLOSE OF BUSINESS (Date) 05/25/2016 ; 3:00 PM (PHT)		IMPORTANT: This is a request for information and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5a. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or service. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotation must be completed by the quoter.		

11. SCHEDULE (Include applicable Federal, State and local taxes)

ITEM NO. (a)	SUPPLIES/ SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
1	<p>The US Embassy Manila invites you to submit a quotation for HSI's Hotel Accommodation for their Conference in Cebu on the following dates:</p> <p>2 Single Rooms - 6/11/2016 - 6/18/2016 9 Single Rooms - 6/12/2016 - 6/16/2016 3 Single Rooms - 6/12/2016 - 6/17/2016 10 Single Rooms - 6/12/2016 - 6/18/2016</p> <p>Price offer shall be firm-fixed price, VAT Exempt The attached FAR/DOSAR Clauses will form part of the resultant order.</p> <p>Note: All actions which are over \$25K USD, prospective vendor must be registered w/ the CCR w/c is now under System for Award Management</p> <p>Approvals: NAGO  JAK </p>	1	LT		0.00

12. DISCOUNT FOR PROMPT PAYMENT	a. 10 CALENDAR DAYS (%)	b. 20 CALENDAR DAYS (%)	c. 30 CALENDAR DAYS (%)	d. CALENDAR DAYS	
				NUMBER	PERCENTAGE

NOTE: Additional provisions and representations are are not attached.

13. NAME AND ADDRESS OF QUOTER			14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		15. DATE OF QUOTATION
a. NAME OF QUOTER			16. SIGNER		b. TELEPHONE
b. STREET ADDRESS					
c. COUNTY			a. NAME (Type or print)		AREA CODE
d. CITY			e. STATE f. ZIP CODE		c. TITLE (Type or print)
					NUMBER

Remarks:

Price offer shall be firm fixed-price, VAT exempt. The U.S. Government is exempted from paying the ad valorem/specific tax, customs and duties imposed by the Philippine Government under section 106 (a) and 109 of the Tax Code of 1997, respectively. Thus, price(s) shall be billed to the U.S. Government net of ad valorem tax, value added tax, customs and duties.

Payment shall be made via Electronic Fund Transfer (EFT) within 30 days from receipt of the items ordered and the original copy of invoice. The Direct Deposit Sign Up Form for EFT payment will be provided to the vendor upon award. All items should be delivered to US Embassy Manila Seafront Compound, Pasay City. See attached document for further remarks, including applicable clauses.

All actions which are over \$25K USD, prospective vendor must be registered w/ the CCR w/c is now under System for Award Management

ADDITIONAL REQUIREMENT:

The location of the hotel must be near approximately 1 kilometer from Radisson Blu where our office will be conducting HSI IPR Cebu Conference

RFQ is valid until May 25, 2016; 3:00 PM (Philippine Time)

Instructions:

If you are interested to participate in this requirement, you may submit your firm fixed price quotation (Exclusive of VAT) to Ms. Marilyn Vita of the Contracting & Procurement, General Services Office, U.S. Embassy Manila through fax at + 632 548-6762 or e-mail it to VitaMS@state.gov or MNLCPRequests@state.gov. Should you have further inquiries, please contact tel. no. 301-2000 loc. 2828.

PR5333085_HSI Room Accommodation in Cebu for June Conference

I. Room Accommodation

	DESCRIPTION	ROOMS	CHECK-IN	CHECK-OUT	NIGHTS	COST (in PHP)	TOTAL COST	Remark
1								
	<i>Single Room Occupancy</i>	2	6/11/2016	6/18/2016	7		0.00	ADDITIONAL REQUIREMENT: The location of the hotel must be near approximately 1 kilometer from Radisson Blu where our office will be conducting HSI IPR Cebu Conference
2	<i>Single Room Occupancy</i>	9	6/12/2016	6/16/2016	4		0.00	
3	<i>Single Room Occupancy</i>	3	6/12/2016	6/17/2016	5		0.00	
4	<i>Single Room Occupancy</i>	10	6/12/2016	6/18/2016	6		0.00	
	TOTAL:						TOTAL COST	
	Inclusions: (pls. mark the columns with an "x" if the amenities are "yes", inclusive / "no" not inclusive with the room rate. Kindly fill up "cost of additional amenities / night" in non inclusive.	YES	NO			<i>cost of additional amenities/night or per requirement; PHP</i>		
a	Complimentary Breakfast	X						
b	Complimentary wi-fi access	X						
c	With lounge access	X						
d	King-sized bed	X						
c	One-way Airport Shuttle							
d	Dinner							
e	Late check-out							
f	<i>(fill-in additional amenities as necessary)</i>							
g	<i>(fill-in additional amenities as necessary)</i>							
	TOTAL:						0.00	
	TOTAL ROOM RATES, PHP:						0.00	

III. GRAND TOTAL:

TOTAL ROOM RATES, PHP:	HOTEL HOTEL
	0.00