



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
 RSSO XIII (Caraga)



REQUEST FOR QUOTATION

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake the procurement of the **Meals and Snacks for the conduct of 3rd Quarter Meeting of the Inter-Agency Committee on Civil Registration and Vital Statistics (IACCRVS)-Caraga on November 23, 2023 and Catering Services for the QMS Management Review and Year-End Assessment on December 27-28, 2023.**

Name of Project	Catering Services for the conduct of 3rd Quarter Meeting of the Inter-Agency Committee on Civil Registration and Vital Statistics (IACCRVS)-Caraga and for the QMS Management Review and Year-End Assessment
Solicitation	RSSO RFQ NO.2023-11-04
Reference Number	RSSO PR No. 2023-10-459 & 2023-10-463
Location	PSA - RSSO XIII
Brief Description	Refer to Specification/Table below
Quantity	Refer to table below
Mode of Procurement	NP-Small Value Procurement
Approved Budget for the Contract (ABC)	Lot 1: Php 10,080.00, Lot 2: Php 80,880.00
Date of Delivery	Lot 1: November 23, 2023, Lot 2: December 27-28, 2023

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than **10:00 A.M on November 8, 2023** the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

BERNADETH I. BONACHITA
 RBAC Chairperson

Terms and Conditions:

- Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
- All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
- Late submission of quotation shall not be accepted.
- Bids exceeding the ABC shall be disqualified.
- Terms of Payment shall be made through check payable to the supplier.
- Please submit/update your registration with the PSA (please disregard if you have already submitted/updated your registration with us). If none yet, submit, together with your quotation the photocopy of your **Municipal and business permit, BIR Certificate of Registration, Phil. Government Electronic Procurement System (PhilGEPS) Registration, and Omnibus Sworn Statement (for 50k and above) and/or current Income Tax Return (for 500k and above)**.
- Award of contract shall be made to the lowest quotation, and complies with the specifications and other terms and conditions as stated in the RFQ.
- The Lowest bidder shall be informed immediately and shall be asked to submit additional requirements within three days after the opening of bids or during post qualification.
- The PSA reserves the right to reject any or all bid proposals, or declares the bidding a failure, or not to award the contract, and makes no assurance that a contract shall be entered into as a result of this invitation.

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
Meals and Snacks for the conduct of 4th Quarter Meeting of the Inter-Agency Committee on Civil Registration and Vital Statistics (IACCRVS)-Caraga on November 23, 2023						
Lot 1:						
AM Snacks						
Baked Cheesy Macaroni with Toasted Bread	pax	24	P _____	P _____		
Unsweetened Pineapple Juice in Can						
Lunch (Main Dish: Beef Calderita, Grilled Tuna ,Side Dish: Spring Roll-Veggie, Soup: Tinolang Bisayang' Manok, Unlimited Rice, Fruits in Season,Soft Drinks)						
	pax	24	P _____	P _____		
Lot 2:						
Catering Services for the QMS Management Review and Year-End Assessment						
December 27, 2023: Day 1 (Management Review)						
AM snacks (Tuna sandwich with chips and canned juice)						
	pax	30	P _____	P _____		
Lunch - (Pork humba, buttered chicken, grilled fish, fish tinola, garden salad, rice, and 1 softdrinks)						
	pax	30	P _____	P _____		
PM snacks (Spaghetti with bread and canned juice)						
	pax	30	P _____	P _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
December 28, 2023: Day 2 (Management Review Cont. and Year-End Assessment)						
AM snacks (Kakanin-puto, kutchinta, suman and canned juice)	pax	77	P _____	P _____		
Lunch - (Beef steak, garlic chicken, crispy lechon kawali, chicken tinola, rice, fresh fruits and 1 softdrinks)	pax	77	P _____	P _____		
PM snacks (Burger with chips and canned juice)	pax	77	P _____	P _____		
Dinner - (Beef steak, chicken adobo, pork sinigang, sotanghon guisado, tapioca gulaman, rice, and 1 softdrinks)	pax	77	P _____	P _____		
				P _____		

Other Requirements:

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

Printed Name of authorized representative/Signature: _____

Position: _____

Name of Company: _____

Address: _____

EmailAddress: _____

Fax No. _____ Tel No. _____

Cellphone No. _____

Date: _____