



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 **Meals and Snacks for 3rd Level Training on 2024 April Labor Force Survey; for 3rd Level Training for Various Agricultural Surveys-1st Quarter 2024; the Conduct of Various Civil Registration Month (CRM) Activities; and the Conduct of IACCRVS Meeting (First Quarter).**

Name of Project	Labor Force Survey, Agricultural Survey and Civil Registration
Solicitation	PDI RFQ No. 2024-01-003
Reference Number	PDI PR No. 2024-01-004, 005, 006 & 008
Location	PSA-Province of Dinagat Islands
Brief Description	Refer to Specification/Table below
Quantity	Refer to table below
Mode of Procurement	Small Value Procurement
Approved Budget for the Contract (ABC)	Lot 1: Php9,000.00, Lot 2: Php4,000.00, Lot 3: Php9,000.00 Lot 4: Php10,500.00, Lot 5: Php9,000.00, Lot 6: Php2,800.00 Lot 7: Php8,400.00, Lot 8: Php4,000.00 Lot 9: Php4,000.00
Date of Delivery	Lot 1: April 3-5, 2024, Lot 2: March 12-13, 2024, Lot 3: March 14-15, 2024 Lot 4: March 18-20, 2024, Lot 5: March 27-29, 2024, Lot 6: February 1, 2024, Lot 7: February 1, 2024 Lot 8: February 16, 2024 & Lot 9: March 19, 2024

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 AM on January 17, 2024** the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

M. Uij
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
In Lot: Meals and Snacks for 3rd Level Training on 2024 April Labor Force Survey, Meals and Snacks for 3rd Level Training for Various Agricultural Surveys-1st Quarter 2024, Meals and Snacks for the Conduct of Various Civil Registration Month (CRM) Activities and Meals and Snacks for the Conduct of IACCRVS Meeting (First Quarter)						
Lot 1: Meals and Snacks for 3rd Level Training on 2024 April Labor Force Survey						
Date: April 3-5, 2024						
03 April 2024						
AM snacks (Native Kakanin & Canned Juice)	pax	6	₱ _____	₱ _____		
Lunch (Rice, Chopsuey, Chicken tinola, fried fish, water & softdrinks)	pax	6	₱ _____	₱ _____		
PM snacks (Burger & Canned Juice)	pax	6	₱ _____	₱ _____		
04 April 2024						
AM snacks (Biko & Canned Juice)	pax	6	₱ _____	₱ _____		
Lunch (Rice, Pinakbet, fried chicken, isda sabaw, water & softdrinks)	pax	6	₱ _____	₱ _____		
PM snacks (Cake & Canned Juice)	pax	6	₱ _____	₱ _____		
05 April 2024						
AM snacks (Torta & Canned Juice)	pax	6	₱ _____	₱ _____		
Lunch (Rice, Kinilaw, Steamed vegetables, tinola, water & softdrinks)	pax	6	₱ _____	₱ _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
PM snacks (Spaghetti & Canned Juice) Inclusion: Flowing Coffee & Drinking Water	pax	6	₱ _____	₱ _____		
Lot 2: Meals and Snacks for 3rd Level Training for Crop Production Survey: HH & Commercial Date: March 12-13, 2024						
March 12, 2024						
AM snacks (Biko & Canned Juice)	pax	4	₱ _____	₱ _____		
Lunch (Rice, Pinakbet, fried chicken, isda sabaw, water and softdrinks)	pax	4	₱ _____	₱ _____		
PM snacks (Cake & Canned Juice)	pax	4	₱ _____	₱ _____		
March 13, 2024						
AM snacks (Torta & Canned Juice)	pax	4	₱ _____	₱ _____		
Lunch (Rice, Kinilaw, Steamed Vegetables, Tinola, water & softdrinks)	pax	4	₱ _____	₱ _____		
PM snacks (Spaghetti & Canned Juice)	pax	4	₱ _____	₱ _____		
Lot 3: Meals and Snacks for 3rd Level Training for Fishery Survey (QMFS, QIFS, QAqS) Date: March 14-15, 2024						
March 14, 2024						
AM snacks (Native Kakanin & Canned Juice)	pax	9	₱ _____	₱ _____		
Lunch (Rice, Chopsuey, Chicken Tinola, fried fish, water & softdrinks)	pax	9	₱ _____	₱ _____		
PM snacks (Burger & Canned Juice)	pax	9	₱ _____	₱ _____		
March 15, 2024						
AM snacks (Biko & Canned Juice)	pax	9	₱ _____	₱ _____		
Lunch (Rice, Pinakbet, fried chicken, isda sabaw, water & softdrinks)	pax	9	₱ _____	₱ _____		
PM snacks (Cake & Canned Juice)	pax	9	₱ _____	₱ _____		
Lot 4: Meals and Snacks for 3rd Level Training for Livestock and Poultry Survey: HH and Establishment Date: March 18-20, 2024						
March 18, 2024						
AM snacks (Native Kakanin & Canned Juice)	pax	7	₱ _____	₱ _____		
Lunch (Rice, Chopsuey, Chicken Tinola, fried fish and softdrinks)	pax	7	₱ _____	₱ _____		
PM snacks (Burger & Canned Juice)	pax	7	₱ _____	₱ _____		
March 19, 2024						
AM snacks (Biko & Canned Juice)	pax	7	₱ _____	₱ _____		
Lunch (Rice, Pinakbet, fried chicken, isda sabaw, water & softdrinks)	pax	7	₱ _____	₱ _____		
PM snacks (Cake & Canned Juice)	pax	7	₱ _____	₱ _____		
March 20, 2024						
AM snacks (Torta & Canned Juice)	pax	7	₱ _____	₱ _____		
Lunch (Rice, Kinilaw, Steamed Vegetables, Tinola, water & softdrinks)	pax	7	₱ _____	₱ _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
PM snacks (Spaghetti & Canned Juice)	pax	7	P _____	P _____		
Lot 5: Meals and Snacks for 3rd Level Training for PPS/CPS, RCSS: H/C, MPCSRs: Palay/Corn Date: March 27-29, 2024				P _____		
March 27, 2024						
AM snacks (Canned Juice & Native Kakanin)	pax	6	P _____	P _____		
Lunch (Rice, Chopsuey, Chicken Tinola, fried fish, water & softdrinks)	pax	6	P _____	P _____		
PM snacks (Canned Juice & Burger)	pax	6	P _____	P _____		
March 28, 2024						
AM snacks (Canned Juice & Biko)	pax	6	P _____	P _____		
Lunch (Rice, Pinakbet, fried chicken, isda sabaw, water & softdrinks)	pax	6	P _____	P _____		
PM snacks (Canned Juice & Cake)	pax	6	P _____	P _____		
March 29, 2024						
AM snacks (Canned Juice & Torta)	pax	6	P _____	P _____		
Lunch (Rice, Kinilaw, Steamed Vegetables, Tinola, Water & softdrinks)	pax	6	P _____	P _____		
PM snacks (Canned Juice & Spaghetti)	pax	6	P _____	P _____		
Inclusion: Flowing Coffee & Drinking Water						
Conduct of Various Civil Registration Month (CRM) Activities						
Lot 6: Snacks for Thanksgiving Mass				P _____		
February 1, 2024						
Morning Snacks (Burger with Fruit Shake)	pax	28	P _____	P _____		
Lot 7: Lunch after Motorcade				P _____		
February 1, 2024						
Lunch (Rice, Chicken kare-kare, Fish Sinigang, Pancit Bihon, Fruits, Softdrinks and Bottled Water)	pax	28	P _____	P _____		
Lot 8: Meals & Snacks for Learning Session and Updates on Civil Registration for MCRs				P _____		
February 16, 2024						
Morning Snacks (Cassava cake with Softdrinks)	pax	10	P _____	P _____		
Lunch (Rice, Pork Afritada, Fish Tinola, Bihon Guisado, Fruits, Softdrink and Bottled Water)	pax	10	P _____	P _____		
Lot 9: Meals and Snacks for the Conduct of IACCRVS Meeting (First Quarter)				P _____		
Date: March 19, 2024						
Morning Snacks (Baked Macaroni with Softdrinks)	pax	10	P _____	P _____		
Lunch (Rice, Relyenong Bangus, Fried Chicken, Fish Tinola, Bihon Guisado, Softdrinks, Fruits and Bottled Mineral Water)	pax	10	P _____	P _____		
Specs for AM & PM Snacks						

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
Packaging: Recyclable (e.g., carton or paper-made material, wooden spoon and fork, paper cups, paper straws) Specs for Lunch Buffet style catering services: Reusable plates, mugs, and cutlery <i>Note: Food service and packaging shall be in compliance with the Office Memorandum No. 2023-178, entitled Guidelines on the Procurement of Meals and Catering Services for Philippine Statistics Authority Meetings, Events, and Other Activities, Mandating the Use of Ecologically Sustainable Products or Packaging Materials and Prohibition on the Use of Styrofoam and Single-use Plastics.</i>						
TOTAL AMOUNT IN FIGURES:						
TOTAL AMOUNT IN WORDS:						

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: _____