



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 the 2023 National ICT Household Survey (NICTHS); Second Level Training on 2024 EA Delineation for the Development of Enumeration Area Reference File (EARF) for CBMS and Census of Population and Third Level Training on 2024 EA Delineation for the Development of Enumeration Area Reference File (EARF) for CBMS and Census of Population.

Name of Project	NICTHS/CBMS
Solicitation	ADS RFQ No. 2024-01-006
Reference No.	ADS PR No. 2024-01-009 ADS PR No. 2024-01-010
Location	PSA - AGUSAN DEL SUR
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: Php12,960.00 Lot 2: Php35,100.00 Lot 3: Php12,960.00
Date of Delivery	Lot 1: January 30-February 2, 2024 Lot 2: January 22-26, 2024 Lot 3: January 31-February 2, 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 A.M. on January 17, 2024 the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

M. Luis
BERNADETH I. BONACHITA
 RBAC Chairperson

Terms and Conditions:

1. Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
2. All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
3. Late submission of quotation shall not be accepted.
4. Bids exceeding the ABC shall be disqualified.
5. Terms of Payment shall be made through check payable to the supplier.
6. 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).
7. 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.
8. 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.
9. 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
LOT 1:						
3rd Level Training on the 2023 National ICT Household Survey (NICTHS)						
Day 1: January 30, 2024						
Item 1: AM Snacks	pax	6	₱ _____	₱ _____		
Apple pie special and can juice 220ml						
Item 2: Meal/Lunch	pax	6	₱ _____	₱ _____		
2 Main Dish: Pork Humba, Fish Fillet, 1 Side Dish/Veggies/Noodles, 1 Dessert, 1 350ml Softdrink, Unlimited Rice						
Item 3: PM Snacks	pax	6	₱ _____	₱ _____		
Native puto/bibingka big & can juice 220ml						
Day 2: January 31, 2024						
Item 1: AM Snacks	pax	6	₱ _____	₱ _____		
Egg pie special and can juice 220ml						
Item 2: Meal/Lunch	pax	6	₱ _____	₱ _____		
2 Main Dish Breaded Pork, Fish Tinola, 1 Side Dish/Veggies/Noodles, 1 Dessert, 1 350ml Softdrink, Unlimited Rice						
Item 3: PM Snacks	pax	6	₱ _____	₱ _____		
Cassava cake & can juice 220ml						
Day 3: February 1, 2024						
Item 1: AM Snacks	pax	6	₱ _____	₱ _____		
Egg pie special and can juice 220ml						
Item 2: Meal/Lunch	pax	6	₱ _____	₱ _____		
2 main dishes (Four Season and Chicken Adobo), 1 dessert, 1 soup, 1 rice, 1 bottled drink						
Item 3: PM Snacks	pax	6	₱ _____	₱ _____		
Puto maya and can juice 220ml						
Day 4: February 2, 2024						
Item 1: AM Snacks	pax	6	₱ _____	₱ _____		
Buko pie special and can juice 220ml						
Item 2: Meal/Lunch	pax	6	₱ _____	₱ _____		
2 main dishes (Chopsuey and Pork Steak), 1 dessert, 1 soup, 1 rice, 1 bottled drink						
Item 3: PM Snacks	pax	6	₱ _____	₱ _____		
Spaghetti special and can juice 220ml						

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
<i>Sub-total</i>						
Lot 2:						
Second Level Training on 2024 EA Delineation for the Development of Enumeration Area Reference File (EARF) for CBMS and Census of Population (January 22-26, 2024)						
Day 1: January 22, 2024						
AM Snacks (bihon guisado w/ toasted bread, canned juice)	pax	13	₱ _____	₱ _____		
Lunch (pork adobo, buttered chicken, ginataang langka, beef buto soup, fruit salad, rice, softdrinks)	pax	13	₱ _____	₱ _____		
PM Snacks (special mamon, canned juice)	pax	13	₱ _____	₱ _____		
Day 2: January 23, 2024						
AM Snacks (baked spaghetti, canned juice)	pax	13	₱ _____	₱ _____		
Lunch (pork menudo, shrimp rebusado, chopsuey, sotanghon soup, mango float, rice, softdrinks)	pax	13	₱ _____	₱ _____		
PM Snacks (cassava roll, canned juice)	pax	13	₱ _____	₱ _____		
Day 3: January 24, 2024						
AM Snacks (hamburger, canned juice)	pax	13	₱ _____	₱ _____		
Lunch (beef steak w/ pineapple, fish fillet in escabeche, ngohiong, meatless soup, buko macapauno salad, softfrinks, rice)	pax	13	₱ _____	₱ _____		
PM Snacks (assorted kakamin, canned juice)	pax	13	₱ _____	₱ _____		
Day 4: January 25, 2024						
AM Snacks (hamburger, canned juice)	pax	13	₱ _____	₱ _____		
Lunch (beef steak w/ pineapple, fish fillet in escabeche, ngohiong, meatless soup, buko macapauno salad, softfrinks, rice)	pax	13	₱ _____	₱ _____		
PM Snacks (assorted kakanin, canned juice)	pax	13	₱ _____	₱ _____		
Day 5: January 26, 2024						
AM Snacks (Tuna sandwich, canned juice)	pax	13	₱ _____	₱ _____		
Lunch (Pork adobo, Fish Pinirito, Chopsuey, meatless soup, fruit salad, softfrinks, rice)	pax	13	₱ _____	₱ _____		
PM Snacks (Banana cake, canned juice)	pax	13	₱ _____	₱ _____		
<i>Sub-total</i>						
Lot 3:						
Third Level Training on 2024 EA Delineation for the Development of Enumeration Area Reference File (EARF) for CBMS and Census of Population (January 31, 2024 to February 2, 2024)						
Day 1: January 31, 2024						
AM Snacks (bihon guisado w/ toasted bread, canned juice)	pax	8	₱ _____	₱ _____		
Lunch (pork adobo, buttered chicken, ginataang langka, beef buto soup, fruit salad, rice, softdrinks)	pax	8	₱ _____	₱ _____		
PM Snacks (special mamon, canned juice)	pax	8	₱ _____	₱ _____		
Day 2: February 1, 2024						
AM Snacks (baked spaghetti, canned juice)	pax	8	₱ _____	₱ _____		
Lunch (pork menudo, shrimp rebusado, chopsuey, sotanghon soup, mango float, rice, softdrinks)	pax	8	₱ _____	₱ _____		
PM Snacks (cassava roll, canned juice)	pax	8	₱ _____	₱ _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT Inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
Day 3: February 2, 2024						
AM Snacks (hamburger, canned juice)	pax	8	P _____	P _____		
Lunch (beef steak w/ pineapple, fish fillet in escabeche, ngohiong, meatless soup, buko macapauno salad, softfrinks, rice)	pax	8	P _____	P _____		
PM Snacks (assorted kakanin, canned juice)	pax	8	P _____	P _____		
Sub-total			P _____	P _____		
Specs for AM/PM Snacks: Packaging: Recyclable (e.g., carton or paper- made material, wooden spoon and fork, paper cups, paper straws) Specs for Meals: Buffet style catering service: Reusable plates, mugs, and cutlery						
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.						
TOTAL AMOUNT IN FIGURES:				P		
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: _____