



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
 Agusan del Norte



REQUEST FOR QUOTATION

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake the procurement of **Catering Services for the 2024 Census of Population and Community-Based Monitoring System (POPCEN-CBMS) Municipal Level Training**.

Name of Project	Catering Services for the 2024 Census of Population and Community-Based Monitoring System (POPCEN-CBMS) Municipal Level Training
Solicitation	ADN RFQ 2024-06-033
Reference No.	ADN PR No. 2024-06-038
Location	PSA - Agusan del Norte
Brief Description	Refer to Specification/Table below
Quantity	Refer to table below
Mode of Procurement	Small-Value Procurement
Approved Budget for the Contract (ABC)	Php116,400.00
Date of Delivery	15-20 July 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, 28 June 2024** at 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 **City/Municipal and business permit, BIR Certificate of Registration, Phil. Government Electronic Procurement System (PhilGEPS) Registration, and current Income Tax Return**.
- 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
(Catering Services): Meals - 2 Main Dish, Soup, Side Dish, Dessert, Juice, Rice AM & PM Snacks (to be pre-selected by PSA)						
Venue/Location: Within Las Nieves * 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 as stated below: - Prohibition on the use of styrofoam and similar single-use plastics for packaging and catering services; - Reusable foodware such as plates, cutlery, containers, stirrers, mugs or cups for hot drinks and glass for water or beverage shall be utilized - Coffee shall be served in pots instead of providing powdered coffee in sachets. Condiments shall also served in reusable bottles, bowls, or dispensers.						
In Lot: Municipal-Level Training on 15-20 July 2024						
Day 1 (July 15, 2024)						
<i>AM Snacks (bihon guisado w/ toasted bread, kalamansi juice)</i>	pax	37	₱ _____	₱ _____	_____	_____
<i>Lunch (pork adobo, buttered chicken, ginataang langka, fruit salad, rice, softdrinks)</i>	pax	37	₱ _____	₱ _____	_____	_____
<i>PM Snacks (special mamon, buko juice)</i>	pax	37	₱ _____	₱ _____	_____	_____
Day 2 (July 16, 2024)						
<i>AM Snacks (baked spaghetti, lemon juice)</i>	pax	37	₱ _____	₱ _____	_____	_____
<i>Lunch (pork menudo, shrimp sinigang, chopsuey, mango float, rice, softdrinks)</i>	pax	37	₱ _____	₱ _____	_____	_____
<i>PM Snacks (cassava roll, cucumber juice)</i>	pax	37	₱ _____	₱ _____	_____	_____

Day 3 (July 17, 2024)						
<i>AM Snacks (hamburger, lemon juice)</i>	pax	37	₱ _____	₱ _____	_____	_____
<i>Lunch (beef steak, fish fillet in escabeche, sotanghon soup, buko macapuno salad, softfrinks, rice)</i>	pax	37	₱ _____	₱ _____	_____	_____
<i>PM Snacks (assorted kakanin, hot choco)</i>	pax	37	₱ _____	₱ _____	_____	_____
Day 4 (July 18, 2024)						
<i>AM Snacks (tuna sandwich, kalamansi juice)</i>	pax	37	₱ _____	₱ _____	_____	_____
<i>Lunch (beef steak, buttered chicken, ginataang langka, fruit salad, rice, softdrinks)</i>	pax	37	₱ _____	₱ _____	_____	_____
<i>PM Snacks (chocolate cake, cucumber juice)</i>	pax	37	₱ _____	₱ _____	_____	_____
Day 5 (July 19, 2024)						
<i>AM Snacks (puto maya with mango, hot choco)</i>	pax	37	₱ _____	₱ _____	_____	_____
<i>Lunch (pork adobo, fish kinilaw, pinakbit, mango float, rice, softdrinks)</i>	pax	37	₱ _____	₱ _____	_____	_____
<i>PM Snacks (buko pie, buko juice)</i>	pax	37	₱ _____	₱ _____	_____	_____
Day 6 (July 20, 2024)						
<i>AM Snacks (yema cake, lemon juice)</i>	pax	9	₱ _____	₱ _____	_____	_____
<i>Lunch (beef steak, buttered chicken, tinolang isda, fruit salad, rice, softdrinks)</i>	pax	9	₱ _____	₱ _____	_____	_____
<i>PM Snacks (banana cake, cucumber juice)</i>	pax	9	₱ _____	₱ _____	_____	_____
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: _____