



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 2024 Census of Population (POPCEN) - Community-Based Monitoring System (CBMS) Household Data Collection Municipal Level Training**

Name of Project	2024 Community-Based Monitoring System (CBMS)
Solicitation	PDI RFQ No. 2024-06-007
Reference Number	PDI PR No. 2024-06-036
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 2: Php93,960.00
Date of Delivery	Lot 2: July 1-6, 2024

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than **12:00 NN on June 18, 2024** 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
<b>Meals and Snacks for 2024 Census of Population (POPCEN) - Community-Based Monitoring System (CBMS) Household Data Collection Municipal Level Training</b> <b>Batch 1: July 1-6, 2024</b>  <b>INCLUSIONS:</b> <b>VENUE:</b> To be provided by MLGU in all training centers <b>CATERING SERVICES (MEALS AND SNACKS:</b> Lunch, AM & PM Snacks to preselected by PSA Representative) AM Snacks comprised of traditional Filipino delicacy or pasta dish (pansit/bihon/bam-i/spaghetti) or cake/pastry/sandwich and hot choco/tea/juice (in glass) Lunch comprised of 3 main dishes, 1 side dish/veggie/noodles/soup/salad, rice, juice/tea (in glass), dessert/fresh fruits, meal setting: managed buffet PM Snacks comprised of traditional Filipino delicacy or pasta dish (pansit/bihon/bam-i/spaghetti) or cake/pastry/sandwich and hot choco/tea/juice (in glass) Free flowing purified water and coffee <b>Backdrop: Size:</b> 3ft x 4ft (Design to be provided by PSA)						
<b>Batch 1</b> <b>LOT 2: Class 2- Cagdianao and Dinagat</b> Date: July 1-6, 2024 Venue: Cagdianao <b>Day 1 ( 1 July 2024)</b> AM Snacks (Chicken and Egg Salad Sandwich and Pineapple Juice)	pax	33	₱ _____	₱ _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
Lunch (Steamed Rice, Pork Sinigang, Mixed Vegetable Salad, Buttered Fish Fillet with Sweet & Sour Sauce, Roasted Spiced Chicken, Classic Brownies, Water, Iced Tea)	pax	33	₱ _____	₱ _____		
PM Snacks (Spaghetti with Toasted Bread and Iced Tea)	pax	33	₱ _____	₱ _____		
<b>Day 2 (2 July 2024)</b>						
AM Snacks (Bihon Guisado with Toasted Bread and Mango Juice)	pax	33	₱ _____	₱ _____		
Lunch (Steamed Rice, Chicken Ginger Soup, Beans and Bacon Salad, Pork Menudo, Pork with Cauliflower, Carrot Cake, Water, Iced Tea)	pax	33	₱ _____	₱ _____		
PM Snacks (Butter Cake and Orange Juice)	pax	33	₱ _____	₱ _____		
<b>Day 3 (3 July 2024)</b>						
AM Snacks (Ube Ensaymada and Orange Juice)	pax	33	₱ _____	₱ _____		
Lunch (Steamed Rice, Fish Tinola, Crispy Pork & Tufo Salad, Fish Kinilaw, Inhiaw na Liempo, Assorted Fruit Slices, Water, Iced Tea)	pax	33	₱ _____	₱ _____		
PM Snacks (Soft Puto Flan with Kakanin and Iced Tea)	pax	33	₱ _____	₱ _____		
<b>Day 4 (4 July 2024)</b>						
AM Snacks (Spaghetti with Bread and Pine-orange Juice)	pax	33	₱ _____	₱ _____		
Lunch (Steamed Rice, Clear Mixed Vegetable Soup, Fruited Chicken Pasta Salad, Grilled Fish Fillet w/ Mango Salsa, Pork Steak, Banana Fritters, Water, Iced Tea)	pax	33	₱ _____	₱ _____		
PM Snacks (Tuna Sandwich with Chips and Cucumber Juice)	pax	33	₱ _____	₱ _____		
<b>Day 5 (5 July 2024)</b>						
AM Snacks (Torta Cebuana and Mango Juice)	pax	33	₱ _____	₱ _____		
Lunch (Steamed Rice, Cream of Corn Soup, Potatao Ham and Corn Salad, Roasted Chicken, Pork and Vegetable Stew, Watermelon Fruit, Water, Iced Tea)	pax	33	₱ _____	₱ _____		
PM Snacks (Egg Sandwich with Chips and Pineapple Juice)	pax	33	₱ _____	₱ _____		
<b>Day 6 (06 July 2024)</b>						
AM Snacks (Kakanin & Moron with Cucumber Juice)	pax	9	₱ _____	₱ _____		
Lunch (Steamed Rice, Native Chicken Tinola, Mixed Vegetable Salad, Roasted Chicken, Pork & Vegetable Stew, Watermelon Fruit, Water, Iced Tea)	pax	9	₱ _____	₱ _____		
PM Snacks (Egg Sandwich with Chips and Pineapple Juice)	pax	9	₱ _____	₱ _____		
<b>Specs for AM &amp; PM Snacks</b>						
Packaging: Recyclable (e.g., carton or paper-made material, wooden spoon and fork, paper cups, paper straws)						
<b>Specs for Lunch</b>						
Buffet style catering services: Reusable plates, mugs, and cutlery						
Note: Food service and packaging shall be in compliance with the Office Memorandum No. 2023-178, entitled <b>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.</b>						
<b>TOTAL AMOUNT IN FIGURES:</b>						
<b>TOTAL AMOUNT IN WORDS:</b>						

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: \_\_\_\_\_