



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**



**REQUEST FOR QUOTATION**

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake the procurement of Catering Services for the Third Level Operational Training for the 4th Quarter 2024 Various Agri-Fisheries Surveys.

<b>Name of Project</b>	<b>4th Quarter 2024 Various Agri-Fisheries Surveys</b>
<b>Solicitation</b>	<b>SDS RFQ No. 2024-10-01</b>
<b>Reference</b>	<b>SDS PR No. 2024-10-052</b>
<b>Location</b>	PSA - Surigao del Sur
<b>Brief Description</b>	Refer to Specification/Table below
<b>Quantity</b>	Refer to table below
<b>Mode of Procurement</b>	<b>NP-Small Value Procurement</b>
<b>Approved Budget for the Contract (ABC)</b>	<b>Lot 1: PhP 21,600; Lot 2: 12,960.00; Lot 3: 9,720.00; Lot 4: 20,520.00</b>
<b>Date of Delivery</b>	November 7-8, 2024 (lot 1); November 11-12, 2024 (lot 2); November 13-14, 2024 (lot 3); November 27-29, 2024 (lot 4)

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than 09:00 AM on October 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 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	
					YES	NO
<b>LOT 1: Procurement of Catering Services for the 2024 Third Level Operational Training on Fisheries Survey</b> Date: 7 to 8 November 2024 <b>Day 1 (7 November 2024)</b>	Lot					
<b>AM Snacks</b> ( Macaroni Salad and Juice in can )		20	P_____	P_____		
<b>Meals/Lunch</b> ( Beef steak, fish tinola, pakbet, rice, pine apple fruit and softdrinks)		20	P_____	P_____		
<b>PM Snacks</b> (Siopao and Juice in can) <b>Day 2 (8 November 2024)</b>		20	P_____	P_____		
<b>AM Snacks</b> (Spaghetti with bread and Juice in can)		20	P_____	P_____		
<b>Meals/Lunch</b> ( Fish fillet, pork adobo, sotanghon soup, cucumber/tomato salad, rice, water melon fruit and softdrinks)		20	P_____	P_____		
<b>PM Snacks</b> (Donut and Juice in can)		20	P_____	P_____		
<b>LOT 2: Procurement of Catering Services for the 3rd Level</b> Date: 11 to 12 November 2024 <b>Day 1 (11 November 2024)</b>	Lot					
<b>AM Snacks</b> (Puto Maya with riped Mango and Sikwati)		12	P_____	P_____		
<b>Meals/Lunch</b> ( Buttered Chicken, fish Kinilaw, Pancit Bam-e, rice, watermelon fruit and softdrinks)		12	P_____	P_____		
<b>PM Snacks</b> (Banana Cake with drink in can) <b>Day 2 (12 November 2024)</b>		12	P_____	P_____		
<b>AM Snacks</b> (Chocolate Cake and Juice in can )		12	P_____	P_____		
<b>Meals/Lunch</b> ( Shrimp Tempura, pork adobo, Chopsuey, rice, fruit salad and softdrinks)		12	P_____	P_____		
<b>PM Snacks</b> (Empanada and Juice in can)		12	P_____	P_____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with	
					YES	NO
<b>LOT 3: Procurement of Catering Services for the 3rd Level Operational Training for 2024 Crops Production Survey</b>						
Date: 13 to 14 November 2024						
Day 1 (13 November 2024)						
AM Snacks (Cassava cake and Juice in can)	Lot	9	P _____	P _____		
Meals/Lunch ( Fish fillet, pork adobo, sotanghon soup, rice, Mango Tapioca and softdrinks)		9	P _____	P _____		
PM Snacks ( Cheese cake and Juice in can)		9	P _____	P _____		
Day 2 (14 November 2024)						
AM Snacks (Roasted mixed nuts and Juice in can)		9	P _____	P _____		
Meals/Lunch ( Pork Menudo, Sinigang na Hipon, garden salad, rice, water melon fruit and softdrinks)		9	P _____	P _____		
PM Snacks (Fresh lumpia and Juice in can)		9	P _____	P _____		
<b>LOT 4: Procurement of Catering Services for the 3rd Level Operational Training for 2024 Cereals Survey</b>						
Date: 27 to 29 November 2024						
Day 1- PPS/CPS (27 November 2024)						
AM Snacks ( Puto, Kutsinta and drink in can)	Lot	17	P _____	P _____		
Meals (Lunch) (2 main course- Fried Chicken & Pinakbit, rice, Latundan, softdrinks)		17	P _____	P _____		
PM Snacks (Banana Cake with drink in can)		17	P _____	P _____		
Day 2 - MPCSRs (28 November 2024)						
AM Snacks (Siopao with bottled drink)		7	P _____	P _____		
Meals (Lunch) (2 main course- Pork caldereta, Boiled Vegetables, rice, softdrinks)		7	P _____	P _____		
PM Snacks (Banana Cake with 3 in 1 Coffee)		7	P _____	P _____		
Day 3 - RCSS: H & C (29 November 2024)						
AM Snacks (Spaghetti with bread and Juice in can)		14	P _____	P _____		
Meals/Lunch ( Beef steak, fish tinola, rice, banana fruit and softdrinks)		14	P _____	P _____		
PM Snacks ( Carrot cake and Juice in can)		14	P _____	P _____		
* 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						
<b>TOTAL AMOUNT IN FIGURES:</b>				P _____		
<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: \_\_\_\_\_