



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 Catering Services for the 2025 Updating of List of Agricultural Farm Operators and Inland Fishing Households and the 2025 Listing of Marine Fish Landing Centers (ULAFO-LMFLC) Second Level Training from July 28 to August 01, 2025**

<b>Name of Project</b>	2025 Updating of List of Agricultural Farm Operators and Inland Fishing Households and the 2025 Listing of Marine Fish Landing Centers (ULAFO-LMFLC) Second Level Training
<b>Solicitation</b>	RSSO RFQ No. 2025-07-110
<b>Reference Number</b>	RSSO PR No. 2025-06-110
<b>Location</b>	PSA - RSSO XIII
<b>Brief Description</b>	Refer to Specification/Table below
<b>Quantity</b>	Refer to table below
<b>Mode of Procurement</b>	Small Value Procurement
<b>Approved Budget for the Contract (ABC)</b>	Php56,700.00
<b>Date of Delivery</b>	July 28 to August 1, 2025.

Please quote your lowest price on the item/s listed below and submits personally using this Request for Quotation Form not later than **10:00AM on July 8, 2025** at the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

**PRESA P. VILLARINA**  
 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
<b>In Lot : 2025 Updating of List of Agricultural Farm Operators and Inland Fishing Households and the 2025 Listing of Marine Fish Landing Centers (ULAFO-LMFLC) Second Level Training</b>						
<b>July 28, 2025</b>						
AM Snacks (Cassava cake and canned juice)	pax	21	P _____	P _____	_____	_____
Lunch (fish tinola, beef caldereta, mixed buttered veggie, buko macapuno salad, rice, bottled softdrinks)	pax	21	P _____	P _____	_____	_____
PM Snacks (Burger with packed chips and canned juice)	pax	21	P _____	P _____	_____	_____
<b>July 29, 2025</b>						
AM Snacks (Grilled Ham & Cheese Sandwich with packed potato chips and canned juice)	pax	21	P _____	P _____	_____	_____
Lunch (grilled fish with mango tomato salsa, spare ribs, native chicken soup, sweet macaroni salad, rice, bottled softdrinks)	pax	21	P _____	P _____	_____	_____
PM Snacks (Clubhouse Sandwiches and canned juice)	pax	21	P _____	P _____	_____	_____
<b>July 30, 2025</b>						
AM Snacks (Chicken Sandwich with packed chips and canned juice)	pax	21	P _____	P _____	_____	_____
Lunch (beef steak, buttered chicken, pancit guisado, maja blanca, rice, bottled softdrinks)	pax	21	P _____	P _____	_____	_____
PM Snacks (Chocolate moist cake and canned juice)	pax	21	P _____	P _____	_____	_____
<b>July 31, 2025</b>						
AM Snacks (Grilled Ham and Sandwich with packed potato chips and canned juice)	pax	21	P _____	P _____	_____	_____
Lunch (beef kare-kare, stuffed chicken cajun, pinakbet, sweet macaroni salad, rice, bottled softdrinks)	pax	21	P _____	P _____	_____	_____
PM Snacks (Clubhouse Sandwiches and canned juice)	pax	21	P _____	P _____	_____	_____
<b>August 01, 2025</b>						
AM Snacks (Siopao and canned juice)	pax	21	P _____	P _____	_____	_____
Lunch (grilled tuna belly, chicken cordon bleu, fruit-veggie garden salad, sweet macaroni, rice, bottled softdrinks)	pax	21	P _____	P _____	_____	_____
PM Snacks (Chicken Sandwich with packed chips and canned juice)	pax	21	P _____	P _____	_____	_____
<b>Inclusion: Free flowing coffee</b>						
<b>NOTE:</b>						
1. Prohibition on the use of styrofoam and similar single-use plastics for packaging and catering services						
2. Reusable food wares such as plates, cutlery, containers, stirrers, mugs, or cups for hot drinks, and glasses for water or beverages shall be utilized						
3. Free flowing coffee shall be served in pots instead of providing powdered coffee in sachets. Condiments shall also be served in re-usable bottles, bowls, or dispensers						
<b>TOTAL AMOUNT IN FIGURES:</b>				<b>P</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: \_\_\_\_\_

Fax No. \_\_\_\_\_ Tel No. \_\_\_\_\_ EmailAddress: \_\_\_\_\_

Date: \_\_\_\_\_ Cellphone No. \_\_\_\_\_