



**REQUEST FOR QUOTATION**

The Philippine Statistics Authority (PSA) **Provincial Statistical Office-Palawan**, through Regional Office-Bids and Awards Committee (RO-BAC) will undertake alternative mode of procurement – **SMALL VALUE PROCUREMENT** pursuant to the provisions of R.A. 9184, to wit;

<b>Name of Project</b>	<b>2024 Census of Population and Community Based Monitoring System</b>
<b>Solicitation</b>	<b>2024-06-0348</b>
<b>Place of Delivery</b>	Taytay, Palawan
<b>Brief Description</b>	<b>Meals and Snacks</b>
<b>Quantity</b>	July 1-5, 2024 (76 packs) July 6, 2024 (14 packs)
<b>Approved Budget for the Contract (ABC)</b>	P 236,400.00
<b>Date of Delivery</b>	July 1-6, 2024

Please quote your **lowest price** on the attached bid form and submit personally your **SEALED QUOTATION not later than 12:00PM on Tuesday, June 18, 2024** at the 2<sup>nd</sup> Floor, Goldraz Properties Building, Malvar Street, Puerto Princesa City, Palawan.

Received by:

**CHARLYN ROMERO-CANTOS, PhD**  
 PSA-RO-BAC Chairperson

Name and Signature: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

**Terms and Conditions:**

1. All entries must be written legibly in the Bid Form.
2. Late submission of quotation shall not be accepted.
3. Bids exceeding the ABC shall be disqualified.
4. Requirements:
  - i. Copy of PhilGEPS Registration
  - ii. Mayor's Permit/Business Permit
  - iii. *Income/Business Tax Return (for ABCs above P500K)*
  - iv. *Omnibus Sworn Statement (Emergency Procurement with ABC at least P500,000.00 and for Small Value Procurement with ABC at least P50,000.00)*
5. Award of contract shall be made to the lowest/single calculated and responsive bid.
6. Terms of Payment shall be made through check/ADA payable to the supplier.
7. Warranty shall be for a period of six (6) months for goods and one (1) year for equipments from date of acceptance by the procuring entity.
8. Price validity shall be a period of 30 calendar days for goods and six (6) months for services.
9. Pending the perfection of Purchase Order/Service Agreement/Contract of Service, 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.



**BID FORM**

Item/s and specification/s (minimum)	Unit	Qty	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
<b>Procurement of Meals and Snacks to be consumed during the Municipal Level Training on the 2024 Census of Population and Community-Based Monitoring System Household Data Collection and Geotagging in Taytay, Palawan</b>						
<b>Venue: Taytay, Palawan</b>						
<b>Mode of Payment: SEND BILL</b>						
<b>Date of Delivery: July 1-6, 2024</b>						
<b>Mode : Food to be delivered at the training venue (two separate classes)</b>						
<b>Additional Requirement:</b> Free flowing coffee and drinking water in the venue.						
<b>Meals (July 1, 2024)</b>						
AM Snack (Packed) (Cassava cake, fruit drinks)	pack	76			( )	( )
Lunch (Packed) (Tinolang Manok, Fried Fish, fruits, rice)	pack	76			( )	( )
PM Snack (Packed) (Banana choco-chip cupcake, fruit drinks)	pack	76			( )	( )
<b>Meals (July 2, 2024)</b>						
AM Snack (Packed) (Sopas with puto, fruit drinks)	pack	76			( )	( )
Lunch (Packed) (Nilagang Baka, Fried Chicken, fruits, rice)	pack	76			( )	( )
PM Snack (Packed) (Tuna Sandwich, fruit drinks)	pack	76			( )	( )
<b>Meals (July 3, 2024)</b>						
AM Snacks: (Packed) (Pancit Bihon with bread, fruit drinks)	pack	76			( )	( )
Lunch: (Packed) (Fish steak with onions, Chicken tinola, fruits, rice)	pack	76			( )	( )
PM Snacks: (Packed) (Chicken ham sandwich, fruit drinks)	pack	76			( )	( )
<b>Meals (July 4, 2024)</b>						
AM Snack (Packed) (Beef Spaghetti, fruit drinks)	pack	76			( )	( )
Lunch (Packed) (Sinigang na Bangus, Fried Chicken, fruits, rice)	pack	76			( )	( )
PM Snack (Packed) (Chicken Carbonara, fruit drinks)	pack	76			( )	( )
<b>Meals (July 5, 2024)</b>						
AM Snack (Packed) (Biko, fruit drinks)	pack	76			( )	( )
Lunch (Packed) (Adobong Manok, Chopsuey, fruits, rice)	pack	76			( )	( )
PM Snack (Packed) (Beef Burger, fruit drinks)	pack	76			( )	( )
<b>Meals (July 6, 2024)</b>						
AM Snack (Packed) (Chicken Arrozcaldo, fruit drinks)	pack	14			( )	( )
Lunch (Packed) (Beef Caldereta, Lumpiang Gulay, fruits, rice)	pack	14			( )	( )
PM Snack (Packed) (Tuna Sandwich, fruit drinks)	pack	14			( )	( )
<b>Specs for AM/PM Snacks and Lunch</b>						
Packaging: Recyclable (e.g., carton or paper-made material, wooden spoon and fork, paper cups, paper straws)						
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</b>						

<b>Activities, Mandating the Use of Ecologically Sustainable Products or Packaging Materials and Prohibition on the Use of Styrofoam and Single-use Plastics.</b>						
*nothing follows*						
*Based on OM 2018-40E dated 06 July 2023						
<b>TOTAL</b>						

*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: \_\_\_\_\_ Email Address: \_\_\_\_\_

Fax No. \_\_\_\_\_ Tel No.: \_\_\_\_\_ Cellphone No. \_\_\_\_\_

Date: \_\_\_\_\_

LBP Account No. of Establishment: \_\_\_\_\_ Name of Payee: \_\_\_\_\_

Tax Identification Number: \_\_\_\_\_ Copy of PhilGEPS Registration: \_\_\_\_\_

BIR Registration:  VAT  Non-VAT

Canvassed by:

DENNIS C. HILARIO  
Canvasser