



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 alternative mode of procurement, **Small Value Procurement** on **Meals & Snacks for 2021 QMS Management Review & QMS Remote Internal Quality Audit**.

Name of Project	General Administrative Support Service
Solicitation	RSSO PR No. 2021-09-313
Location	PSA - RSSO XIII
Brief Description	Refer to Bid Form below
Quantity	Refer to Bid Form
Approved Budget for the Contract (ABC)	Lot 1: Php 12,800.00 Lot 2: Php 37,500.00
Date of Delivery	Lot 1: September 10, 2021 Lot 2: September 29, 2021

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than **8:00 A.M on September 7, 2021** at the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butyan 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 DTI /SEC registration, Municipal and business permit, Tax Clearance, BIR Certificate of Registration and current ITR and Phil. Government Electronic Procurement System (PhilGEPS) Registration.
- 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
Meals & Snacks for 2021 QMS Management Review & QMS Remote Internal Quality Audit						
Lot 1: 2021 QMS Management Review September 10, 2021						
AM Snacks (Burger with chips & Canned Juice/iced tea)	pax	32	₱ _____	₱ _____		
Lunch - 3 main dish (beef steak, fried chicken & pork humba), 1 soup (fish tinola), 1 side dish (four season), rice, dessert/fruits and softdrinks	pax	32	₱ _____	₱ _____		
Lot 2: QMS Remote Internal Quality Audit September 29, 2021						
AM Snacks (Puto Maya with mango & hot choco)	pax	75	₱ _____	₱ _____		
Lunch - 3 main dish (beef steak, garlic chicken & crispy lechon kawali), 1 soup (fish tinola), 1 side dish (four season), rice, dessert/fruits and softdrinks	pax	75	₱ _____	₱ _____		
PM Snacks (Kakanin & canned juice/iced tea)	pax	75	₱ _____	₱ _____		
<i>Inclusion: Provision of free flowing coffee</i>						
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: _____