



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 and Snacks and Accommodation for the 4th Quarter 2021 Regional Data Review**.

Name of Project	General Administrative Support Service
Solicitation	RSSO PR No. 2021-10-395
Location	PSA - RSSO XIII
Brief Description	Refer to Bid Form below
Quantity	Refer to Bid Form
Approved Budget for the Contract (ABC)	Php 136,600.00
Date of Delivery	December 12-17, 2021

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than 08:00 A.M on **November 09, 2021** at the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

M. I. Bonachita
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
4th Quarter 2021 Regional Data Review						
December 13-17, 2021						
In Lot: Meals and Snacks and Accommodation						
Arrival: December 12, 2021						
Dinner (pork bola bola, fish tinola, fresh vegetable lumpia, leche flan, unlimited rice, 1 round of softdrink)	pax	6	P_____	P_____		
Accommodation	pax	6	P_____	P_____		
December 13, 2021 (Day 1)						
Breakfast (bacon, scrambled egg with tomato salad, assorted fruits, unlimited rice, coffee with cream/milo)	pax	16	P_____	P_____		
AM Snacks (cassava roll, melon juice)	pax	16	P_____	P_____		
Lunch (breaded porkchop with separate soup, squid gambas, buttered vegetable, asparagus soup, buko pandan, unlimited rice, 1 round of softdrink)	pax	16	P_____	P_____		
PM Snacks (turon, buko juice)	pax	16	P_____	P_____		
Dinner (pork sinigang, grilled bangus, mushroom adobo, mango float, unlimited rice, 1 round of softdrink)	pax	16	P_____	P_____		
Accommodation	pax	10	P_____	P_____		
December 14, 2021 (Day 2)						
Breakfast (corned beef, fried egg, fresh fruits, unlimited rice, coffee with cream)	pax	16	P_____	P_____		
AM Snacks (carrot cake, calamansi juice)	pax	16	P_____	P_____		
Lunch (pork adobo with taugi, breaded fish fillet, corn soup, leche flan, unlimited rice, 1 round of softdrink)	pax	16	P_____	P_____		
PM Snacks (new york sandwich with coleslaw, iced tea)	pax	16	P_____	P_____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
Dinner (beef campito, buttered chicken, crabmeat vegetable, cream and mushroom soup, chicken macaroni salad, unlimited rice, 1 round of softdrink)	pax	16	P _____	P _____		
Accommodation	pax	10	P _____	P _____		
December 15, 2021 (Day 3)						
Breakfast (tocino, tortillas egg, assorted fruits, unlimited rice, coffee with cream/milo)	pax	16	P _____	P _____		
AM Snacks (submarine sandwich, fruit juice)	pax	16	P _____	P _____		
Lunch (lechon paksiw, hot and crispy chicken, pinakbet, corned beef soup, buko cream, unlimited rice, 1 round of softdrink)	pax	16	P _____	P _____		
PM Snacks (mamon, pineapple with calamansi juice)	pax	16	P _____	P _____		
Dinner (beef steak with pineapple, fish fillet in escabeche sauce, four seasons, shrimp sinigang soup, jelly roll, unlimited rice, 1 round of softdrink)	pax	16	P _____	P _____		
Accommodation	pax	10	P _____	P _____		
December 16, 2021 (Day 4)						
Breakfast (hotdog, corned beef, banana, unlimited rice, coffee with cream/milo)	pax	16	P _____	P _____		
AM Snacks (hamburger, orange juice)	pax	16	P _____	P _____		
Lunch (grilled chicken with mushroom in butter sauce, pork humba, grilled talong in coco milk, assorted fruits, beef buto soup, unlimited rice, 1 round of softdrink)	pax	16	P _____	P _____		
PM Snacks (carrot cake, iced tea)	pax	16	P _____	P _____		
Dinner (2 main dish, 1 side dish, 1 soup, 1 dessert, unlimited rice, 1 round of softdrink)	pax	16	P _____	P _____		
Accommodation	pax	10	P _____	P _____		
December 17, 2021 (Day 5)						
Breakfast (fried fish, ampalaya with egg, assorted fruits, unlimited rice, coffee with cream/milo)	pax	16	P _____	P _____		
AM Snacks (egg and cheese burger, pineapple juice)	pax	16	P _____	P _____		
Lunch (pork barbecue, bangus in coco milk, native chicken soup, fried veg. lumpia, brownies, unlimited rice, 1 round of softdrink)	pax	16	P _____	P _____		
PM Snacks (bibingka, hot chocolate)	pax	16	P _____	P _____		
Dinner (pork menudo, shrimp rebusado, chopsuey, sotanghon soup, assorted fruits, unlimited rice, 1 round of softdrink)	pax	16	P _____	P _____		
<i>Other Inclusion:</i>						
1. Venue must be within Agusan del Norte						
2. Free use of airconditioned venue/conference hall good for at least 16 participants						
3. Provision of free flowing coffee and water						
4. Provision of excellent functioning system and microphones						
5. Provision of DLP projector and projector screen						
6. With strong wifi connection						
7. Free use of establishment amenities						
TOTAL AMOUNT IN FIGURES:				P		
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: _____