



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
 RSSO XIII (Caraga)

REQUEST FOR QUOTATION FORM

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake the procurement of **Catering Services of the following:**

Name of Project	Various Trainings and Briefing on Agriculture Statistics Surveys for Q3 2024 LCR Meeting Training-Workshop on Filling Out of Forms IACCRVS Meeting LFS Trainings 2024 POPCEN-CBMS BPQ Data Collection SFIGD and Map Generation	
Solicitation	SDN Solicitation No. 2024-05-004	
PR Number	SDN PR No. 2024-05-032 SDN PR No. 2024-05-033 SDN PR No. 2024-05-034 SDN PR No. 2024-05-035 SDN PR No. 2024-05-036 SDN PR No. 2024-05-037	
Location	PSA Surigao del Norte	
Brief Description	Refer to specification/table below	
Quantity	Refer to table below	
Mode of Procurement	Small Value Procurement	
Approved Budget for the Contract (ABC)	Lot 1: P10,800.00 Lot 2: P12,960.00 Lot 3: P9,720.00 Lot 4: P8,640.00 Lot 5: P8,640.00 Lot 6: P12,960.00	Lot 7: P6,480.00 Lot 8: P6,480.00 Lot 9: P10,500.00 Lot 10: P10,920.00 Lot 11: P6,300.00 Lot 12: P45,360.00
Date of Delivery	Lot 1: August 29 and 30, 2024 Lot 2: September 11 and 12, 2024 Lot 3: September 9 and 10, 2024 Lot 4: September 13 and 14, 2024 Lot 5: September 26 and 27, 2024 Lot 6: July 2 to 5, 2024	Lot 7: August 5 and 6, 2024 Lot 8: September 5 and 6, 2024 Lot 9: August 9, 2024 Lot 10: July 8, 2024 Lot 11: July 19, 2024 Lot 12: May 27 to June 1, 2024

Please quote your **lowest price** on the item/s listed below and submit personally using this Request for Quotation Form not later than **9:00 AM on May 24, 2024** at the PSA 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 Omnibus Sworn Statement (for 50k and above), and/or current Income Tax Return (for 500k and above)**.
- 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
SDN PR No. 2024-05-032						
RCSS: Household and Commercial (RCSS: H and C) for Q3 2024						
Provincial Training/Briefing						
Lot 1: Meals and snacks						
August 29, 2024						
AM snacks-(apple pie special and can juice 220ml)	pax	10	₱ _____	₱ _____		
Lunch-2 main dishes (fish fillet and chicken adobo), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	10	₱ _____	₱ _____		
PM snacks-(native puto/bibingka big & can juice 220ml)	pax	10	₱ _____	₱ _____		
August 30, 2024						
AM snacks-(egg pie special and can juice 220ml)	pax	10	₱ _____	₱ _____		
Lunch-2 main dishes (Menudo and Tinolang Manok), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	10	₱ _____	₱ _____		
PM snacks-(native suyongsong big and can juice 220ml)	pax	10	₱ _____	₱ _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
Quarterly Fisheries Survey (QCFS, QMFS QIFS and QAqS) for Q3 2024 Provincial Training/Briefing						
Lot 2: Meals and snacks						
September 11, 2024						
AM snacks-(apple pie special and can juice 220ml)	pax	12	₱ _____	₱ _____		
Lunch-2 main dishes (fish fillet and chicken adobo), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	12	₱ _____	₱ _____		
PM snacks-(native puto/bibingka big & can juice 220ml)	pax	12	₱ _____	₱ _____		
September 12, 2024						
AM snacks-(egg pie special and can juice 220ml)	pax	12	₱ _____	₱ _____		
Lunch-2 main dishes (Menudo and Tinolang Manok), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	12	₱ _____	₱ _____		
PM snacks-(native suyongsong big and can juice 220ml)	pax	12	₱ _____	₱ _____		
Crops Production Survey (CrPS) with Farm Price for Q3 2024 Provincial Training/Briefing						
Lot 3: Meals and snacks						
September 9, 2024						
AM snacks-(apple pie special and can juice 220ml)	pax	9	₱ _____	₱ _____		
Lunch-2 main dishes (fish fillet and chicken adobo), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	9	₱ _____	₱ _____		
PM snacks-(native puto/bibingka big & can juice 220ml)	pax	9	₱ _____	₱ _____		
September 10, 2024						
AM snacks-(egg pie special and can juice 220ml)	pax	9	₱ _____	₱ _____		
Lunch-2 main dishes (Menudo and Tinolang Manok), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	9	₱ _____	₱ _____		
PM snacks-(native suyongsong big and can juice 220ml)	pax	9	₱ _____	₱ _____		
Commercial and Backyard Livestock and Poultry Surveys (CLPS/BLPS) for Q3 2024 Provincial Training/Briefing						
Lot 4: Meals and snacks						
September 13, 2024						
AM snacks-(apple pie special and can juice 220ml)	pax	8	₱ _____	₱ _____		
Lunch-2 main dishes (fish fillet and chicken adobo), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	8	₱ _____	₱ _____		
PM snacks-(native puto/bibingka big & can juice 220ml)	pax	8	₱ _____	₱ _____		
September 14, 2024						
AM snacks-(egg pie special and can juice 220ml)	pax	8	₱ _____	₱ _____		
Lunch-2 main dishes (Menudo and Tinolang Manok), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	8	₱ _____	₱ _____		
PM snacks-(palabok special and can juice 220ml)	pax	8	₱ _____	₱ _____		
Palay Production Survey and Corn Production Survey (PPS and CPS) and Palay & Corn Situation Reporting System (MPCSR) for Q3 2024 Provincial						
Lot 5: Meals and snacks						
September 26, 2024						
AM snacks-(apple pie special and can juice 220ml)	pax	8	₱ _____	₱ _____		
Lunch-2 main dishes (fish fillet and chicken adobo), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	8	₱ _____	₱ _____		
PM snacks-(native puto/bibingka big & can juice 220ml)	pax	8	₱ _____	₱ _____		
September 27, 2024						
AM snacks-(egg pie special and can juice 220ml)	pax	8	₱ _____	₱ _____		
Lunch-2 main dishes (Menudo and Tinolang Manok), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	8	₱ _____	₱ _____		
PM snacks-(native suyongsong big and can juice 220ml)	pax	8	₱ _____	₱ _____		
SDN PR No. 2024-05-033						
July Labor Force Survey/Annual Poverty Indicators Survey						
Lot 6: Meals and snacks						
July 2, 2024						
AM snacks-(apple pie special and can juice 220ml)	pax	6	₱ _____	₱ _____		
Lunch-2 main dishes (fish fillet and chicken adobo), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	6	₱ _____	₱ _____		
PM snacks-(native puto/bibingka big & can juice 220ml)	pax	6	₱ _____	₱ _____		
July 3, 2024						
AM snacks-(egg pie special and can juice 220ml)	pax	6	₱ _____	₱ _____		
Lunch-2 main dishes (Menudo and Tinolang Manok), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	6	₱ _____	₱ _____		
PM snacks-(native suyongsong big and can juice 220ml)	pax	6	₱ _____	₱ _____		
July 4, 2024						
AM snacks-(apple pie special and can juice 220ml)	pax	6	₱ _____	₱ _____		
Lunch-2 main dishes (caldereta and fried chicken), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	6	₱ _____	₱ _____		
PM snacks-(native puto/bibingka big & can juice 220ml)	pax	6	₱ _____	₱ _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
July 5, 2024						
AM snacks-(egg pie special and can juice 220ml)	pax	6	₱ _____	₱ _____		
Lunch-2 main dishes (Beef Steak and Tinolang Isda), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	6	₱ _____	₱ _____		
PM snacks-(banana cue big and can juice 220ml)	pax	6	₱ _____	₱ _____		
August Labor Force Survey						
Lot 7: Meals and snacks						
August 5, 2024						
AM snacks-(apple pie special and can juice 220ml)	pax	6	₱ _____	₱ _____		
Lunch-2 main dishes (fish fillet and chicken adobo), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	6	₱ _____	₱ _____		
PM snacks-(native puto/bibingka big & can juice 220ml)	pax	6	₱ _____	₱ _____		
August 6, 2024						
AM snacks-(egg pie special and can juice 220ml)	pax	6	₱ _____	₱ _____		
Lunch-2 main dishes (Menudo and Tinolang Manok), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	6	₱ _____	₱ _____		
PM snacks-(native suyongsong big and can juice 220ml)	pax	6	₱ _____	₱ _____		
September Labor Force Survey						
Lot 8: Meals and snacks						
September 5, 2024						
AM snacks-(apple pie special and can juice 220ml)	pax	6	₱ _____	₱ _____		
Lunch-2 main dishes (caldereta and fried chicken), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	6	₱ _____	₱ _____		
PM snacks-(native puto/bibingka big & can juice 220ml)	pax	6	₱ _____	₱ _____		
September 6, 2024						
AM snacks-(egg pie special and can juice 220ml)	pax	6	₱ _____	₱ _____		
Lunch-2 main dishes (Beef Steak and Tinolang Isda), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	6	₱ _____	₱ _____		
PM snacks-(banana cue big and can juice 220ml)	pax	6	₱ _____	₱ _____		
SDN PR No. 2024-05-034						
2024 Q3 Meeting with LCRs						
Lot 9: Meals and snacks						
August 9, 2024						
AM snacks (burger, bottled juice 200 ml)	pax	25	₱ _____	₱ _____		
Lunch (shrimp, chopsuey and fish soup, rice, banana, softdrinks 200 ml)	pax	25	₱ _____	₱ _____		
SDN PR No. 2024-05-035						
Training Workshop on Filling out of CR Forms						
Lot 10: Meals and snacks						
July 8, 2024						
AM snacks (sandwich, bottled juice 200 ml)	pax	26	₱ _____	₱ _____		
Lunch (beef steak, chopsuey and afritada, rice, banana, bottled juice 200 ml)	pax	26	₱ _____	₱ _____		
SDN PR No. 2024-05-036						
2024 Q3 IACCRVS Meeting						
Lot 11: Meals and snacks						
July 19, 2024						
AM snacks-apple pie special and can juice 220ml	pax	15	₱ _____	₱ _____		
Lunch-2 main dishes (Menudo and Tinolang Manok), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	15	₱ _____	₱ _____		
SDN PR No. 2024-05-037						
Provincial Training on the 2024 POPCEN-CBMS BPQ Data Collection SFIGP and Map Generation						
In Lot: Meals and snacks						
May 27, 2024						
AM snacks-(apple pie special and can juice 220ml)	pax	14	₱ _____	₱ _____		
Lunch-2 main dishes (fish fillet and chicken adobo), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	14	₱ _____	₱ _____		
PM snacks-(cassava roll and can juice 220ml)	pax	14	₱ _____	₱ _____		
May 28, 2024						
AM snacks-(egg pie special and can juice 220ml)	pax	14	₱ _____	₱ _____		
Lunch-2 main dishes (ginat-ang gulay and fried chicken), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	14	₱ _____	₱ _____		
PM snacks-(cassava cake special & can juice 220ml)	pax	14	₱ _____	₱ _____		
May 29, 2024						
AM snacks-(pineapple pie special and can juice 220ml)	pax	14	₱ _____	₱ _____		
Lunch-2 main dishes (pork adobo and tinolang isda), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	14	₱ _____	₱ _____		
PM snacks-(banana cake special and can juice 220ml)	pax	14	₱ _____	₱ _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
May 30, 2024 AM snacks-(sandwich with chips and can juice 220ml)	pax	14	₱ _____	₱ _____		
Lunch-2 main dishes (four season and pork steak), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	14	₱ _____	₱ _____		
PM snacks-(Binig-nit special and can juice 220ml)	pax	14	₱ _____	₱ _____		
May 31, 2024 AM snacks-(buko pie special and can juice 220ml)	pax	14	₱ _____	₱ _____		
Lunch-2 main dishes (pancit guisado and tinolang manok), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	14	₱ _____	₱ _____		
PM snacks-(burger with chips and can juice 220ml)	pax	14	₱ _____	₱ _____		
June 1, 2024 AM snacks-(apple pie special and can juice 220ml)	pax	14	₱ _____	₱ _____		
Lunch-2 main dishes (fish fillet and chicken adobo), 1 dessert, 1 soup, 1 rice, 1 bottled drink	pax	14	₱ _____	₱ _____		
PM snacks-(cassava roll and can juice 220ml)	pax	14	₱ _____	₱ _____		
Specs for AM/PM Snacks Packaging: Recyclable (e.g., carton or paper-made material, wooden spoon and fork, paper cups, paper straws.						
Specs for Lunch Buffet Style catering service: Reusable plates, mugs and cutlery						
Note: 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.						
TOTAL AMOUNT IN FIGURES:				₱		
TOTAL AMOUNT IN WORDS:						

Other Requirements:

After having carefully read and accepted your Terms and Conditions. I/W e 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: _____