



REGIONAL BIDS AND AWARDS COMMITTEE
 Tel Nos: (033) 335-0316 / (033) 335-0907

REQUeST FOR QUOTATtON tRFQ}

The Philippine Statistics Authority (PSA) Aklan Provincial Statistical Office through its Regional Office Bids and Awards Committee (RO-BAC) will undertake Alternative Mode of Procurement under Section 53.9 (Small Value Procurement) for the "Procurement and Delivery of Meals for the 3rd Level Training. of July 2024 Labor Force Survey (LFS) and 2024 Annual Poverty Indicator Survey (APIS) of PSA Aklan PSO" Details of the project is as follows:

Name of Project	July 2024 Labor Force Survey (LFS) and 2024 Annual Poverty Indicator Survey (APIS)
Reference	PR No: 2024-0604-05-059
Location	Aklan
Brief Description	Procurement and Delivery of Meals for the 3rd Level Training of July 2024 Labor Force Survey (LFS) and 2024 Annual Poverty Indicator Survey (APIS) of PSA Aklan PSO
Quantity	as stated in the bid form
Approved Budget for the Contract (ABC)	PHP 21,600.00
Contract Duration	July 1-5, 2024 (5 days)

Please quote your lowest price inclusive of VAT on the item/s listed below and submit the sealed quotation not later than **9:00 AM. of June , 2024** to be opened on the same day at 10:30 A.M., subject to the Terms and Conditions attached herewith. Submit your quotation duly signed by your representative to the Administrative Section, PSA Aklan Provincial Statistical Office, Kalibo, Aklan. Address your quotation to Bids and Awards Committee, Attn: BAC Secretariat. Interested Bidders may obtain further information from the BAC Secretariat\Sub-TWG at Tel. No (036) 268-9217 or (036) 268-3373.

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w1J1AM G. JARO
 BAC Chairpewrson

Terms and Conditions:

- All entries must be typewritten/printed legibly. Any alterations, erasures or overwriting shall be signed or initialed by the person authorized to sign the quotation. 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.
- Award of contract shall be made to the Lowest Calculated Responsive Quotation (LCRQ), and complies with specifications and other terms and conditions as stated in the RFQ.
- In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Entity to strictly provide the goods and services stated in the bid form.
- 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.
- Please submit Food Menu together with this RFQ.
- Price should be valid forty (45) calendar days after the deadline of submission of quotation;
- The PSA reserves the right to reject any of all bid proposals, or declare the bidding a failure, or not award the contract, and makes no assurance that a contract shall be entered into as a result of this invitation.

BID FORM

Item No.	Item Description and Specification/s	Unit	Qty.	ABC (Unit Price)	ABC (Total Price)	Bid (Unit Price)	Total Bid Amount rJAT Inclusive)	
Lot 1	Procurement and Delivery of Meals for the 3rd Level Training of July 2024 Labor Force Survey (LFS) and 2024 Annual Poverty Indicator Survey (APIS) of PSA AklanPSO July 1-5, 2024 (5 days)							
	July 1, 2024 (day 1)							
	AM Snacks	pax	8	120.00	960.00			
	Lunch	pax	8	300.00	2,400.00			
	PM Snacks	pax	8	120.00	960.00			
	July 2, 2024 (day 2)							
	AM Snacks	pax	8	120.00	960.00			
	Lunch	pax	8	300.00	2,400.00			
	PM Snacks	pax	8	120.00	960.00			
	July 3, 2024 (day 3)							
	AM Snacks	pijx	8	120.00	960.00			
	Lunch	pax	8	300.00	2,400.00			
	PM Snacks	pax	8	120.00	960.00			
	July 4, 2024 (day 4)							
	AM Snacks	pax	8	120.00	960.00			
	Lunch	pax	8	300.00	2,400.00			
	PM Snacks	pax	8	120.00	960.00			
	July 5, 2024 (day 5)							
	AM Snacks	pax	8	120.00	960.00			
	Lunch	pax	8	300.00	2,400.00			
	PM Snacks	pax	8	120.00	960.00			
	TOTAL					21,600.00		
	Participants: 1 CSS, 1 FP, 1 TS, 5 SRs							
	Conditions:							
	*Request for Menu: Three main course:							
Fish/Beef. Pork or Chicken								
Vegetables/Fruits/dessert/juice Drink								
* with free flowing coffee								
Specs for AM/PM Snacks: Packaging: Recyclable (e.g. carton or paper-made material, wooden spoon and fork, paper cups, paper straws								
Specs for Breakfast/Lunch/Dinner: Buffet style catering service: Reusable plates, muas and cutlery								
Note: Food and Beverage in compliance with Memorandum No. 2023-178, entitled Guideline 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 of Styrofoam and Single-use Plastics								
TOTAL=								

After having carefully read and accepted your Terms and Conditions. I/We quote you on the item at prices noted above.

Printed Name/Signature/Position

Name of Company

Date: _____

Tel. No: _____

Fax No: _____

Email Address: _____