



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY




REQUEST FOR QUOTATION

The **Philippine Statistics Authority (PSA)** through the Bids and Awards Committee (BAC), intends to
Meals for the Training-Workshop on Data to Non-benchmark Accounts for Provincial Product Accounts Focal Persons
procure _____ **from 27 to 29 August 2024**
which shall be undertaken in accordance with _____ **Section 53.9 (Small Value Procurement)**
of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, with an Approved Budget of the
Contract (ABC) in the amount of **750,000.00** _____ **Seven Hundred Fifty Thousand Pesos**

Please quote your **best offer** for the **item/s described herein**, subject to the Terms and Conditions provided
below. Submit your quotation duly signed by you or your duly authorized representative **not later than**
Aug 14, 2024 at 11:00AM through email at bac-secretariat@psa.gov.ph.

For any clarification, you may contact us at telephone no. **(02) 8374-8263** or email address at
gsdprocurement.psa@gmail.com


MINERVA ELOISA P. ESQUIVIAS
Chairperson, Bids and Awards Committee

TERMS AND CONDITIONS

- 1 Bidders shall provide correct and accurate information required in this form.
- 2 Price quotation/s must be valid for a period of **thirty (30) calendar days** from the date of submission.
- 3 Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
- 4 Quotations exceeding the ABC shall be rejected.
- 5 Award of contract shall be made to the lowest calculated and responsive bid (LCRB).
- 6 Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or your duly authorized representative.
- 7 In case of two or more bidders are determined to have submitted the LCRB, the PSA shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning bidder in accordance with GPPB Circular 06-2005.
- 8 The item/s shall be delivered according to the requirements specified in the Purchase Request (PR).
- 9 The PSA shall have the right to inspect and/or test the goods to confirm their conformity to the Technical Specifications.
- 10 Payment shall be made after delivery and upon submission of the required supporting documents, i.e. Order Slip and/or Billing Statement, by the supplier. Our Government Servicing Bank, **Land Bank of the Philippines**, shall credit the amount due to the identified bank of the supplier **not earlier than twenty four (24) hours, but not later than forty eight (48) hours**, upon receipt of our advice. Please note that the corresponding **bank transfer fee** if any, shall be chargeable to the account of the supplier.
- 11 Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed period shall be imposed per day of delay. The PSA shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Documents to be submitted	Deadline	Remarks
Copy of the 2024 Mayor's/Business Permit and valid PhilGEPS Registration	not later than <u>8/14/24</u> at <u>11:00AM</u>	together with the quotation
Supporting Document/s to be submitted as may be applicable: a. For Sole Proprietorship: -If Owner- Notarized Omnibus Sworn Statement (OSS) -If Authorized representative- Notarized Special Power of Attorney and OSS. b. For Corporation: -Notarized Secretary's Certificate and OSS. c. Partnership: -anyone of the partners, Notarized OSS -If authorized representative- Notarized Special Power of Attorney and OSS.		Upon acknowledgment of the Notice of Award
2023 Income Tax Return (ITR)	not later than _____ at _____	together with the quotation



PSA Complex, East Avenue, Diliman, Quezon City, Philippines 1101
Telephone: (632) 8938-5267
www.psa.gov.ph

REQUEST FOR QUOTATION

PR No. 24-07-0803

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows:

Item(s) and Specification(s), minimum	Unit	Quantity	Unit Price	Total Amount (VAT Inclusive)	Compliance with Technical Specifications (pls. check)	
					Yes	No
Meals for the Training-Workshop on Data to Non-benchmark Accounts for Provincial Product Accounts Focal Persons from 27 to 29 August 2024 Mode of Payment: Send Bill Total of 250 pax/day	lot	1				
Details: 27 August 2024 AM Snack (for 228 pax) Pork Tocino Fried Rice Fried Egg Banana Juice						
AM Snack (for pax with specific food restrictions; to be packed/served separately) (for 22 pax) Chicken Tocino Fried Rice Fried Egg Banana Juice						
Lunch (for 250 pax) Salmon Belly Sinigang Rosemary and Thyme Roasted Chicken Beef Broccoli Steamed rice Crema de leche Juice PM Snack (for 250 pax) Filipino Swiss Roll (Pianono) Juice Dinner (for 250 pax) Cream of Mushroom Soup Crispy Fish Fillet with Tartar Sauce Cheesy Pork Caldereta Chicken Teriyaki Steamed rice Assorted Fresh Fruits (Watermelon, Honeydew, Melon, and/or Pineapple) Juice						

28 August 2024 AM Snack (for 247 pax) Beef Tapa Fried Rice Fried Egg Banana Canned/Bottled Juice						
AM Snack (for pax with specific food restrictions; to be packed/served separately) (for 3 pax) Chicken Tapa Fried Rice Fried Egg Banana Juice						
Lunch (for 250 pax) Egg-drop Soup Four seasons vegetable chopsuey with quail eggs (no shrimp) Creamy Mushroom Chicken Grilled Liempo Steamed rice Leche Flan Juice PM Snack (for 250 pax) Assorted Filipino Street Foods (kwek-kwek, squid balls, kikiam, chicken balls, and/or fish balls) Juice Dinner (for 250 pax) Nido Oriental Soup Beef Kare-Kare with Vegetables and Shrimp Paste Fried Boneless Bangus Chicken Cordon Bleu Steamed rice Assorted Fresh Fruits (Watermelon, Honeydew, Melon, and/or Pineapple) Juice						
29 August 2024 AM Snack (for 228 pax) Pork Longganisa Fried Rice Fried Egg Banana Juice						
AM Snack (for pax with specific food restrictions; to be packed/served separately) (for 22 pax) Chicken Longganisa Fried Rice Fried Egg Banana Juice						

<p>Lunch (for 250 pax) Garden Vegetable Salad Chicken Tinola Pork sisig Grilled Stuffed Tilapia with toyomansi Steamed rice Fruit salad Juice</p> <p>PM Snack (for 250 pax) Coffee Bun Juice</p> <p>Dinner (for 250 pax)</p> <p>Cream of Potato Soup Roast Beef Chinese Style Steamed Spare Ribs Sweet and Sour Chicken Fillet Steamed rice Assorted Fresh Fruits (Watermelon, Honeydew, Melon, and/or Pineapple) Juice</p>						
<p>Requirements: 1. Managed buffet for the AM Snacks, Lunch and PM Snacks 2. Packaging: Recyclable (e.g. carton or paper made materials), Paper cups, Wooden spoon and fork 3. Provision of extra packaging for food take-outs 4. Provision of flowing coffee/tea/water and candies 5. Waiters/Staff to assist for the entire duration of activity</p> <p>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 Ecologically Sustainable Products of Packaging Materials and Prohibition on the Use of Styrofoam and Single-use Plastics. ***Nothing Follows***</p>						
Total amount in words:						

Printed name of the authorized representative: _____ Signature: _____

Name of Company: _____ Position: _____

Address: _____ Email address: _____

Fax No.: _____ Tel. No.: _____ Mobile No.: _____

Date: _____