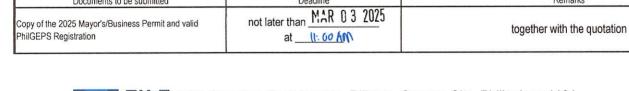


REQUEST FOR QUOTATION

	The Philippine Statistics Authority (PSA) through the Bids and Awards Committee (BAC), intends to	
procure	Meals and Snacks for the Workshop on the Finalization of the DTS Requirements (17-19 March 2025)	
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 (A	ABC) in the amount of Php 39,000.00 Thirty Nine Thousand Pesos Only	
	Please quote your best offer for the item/s described herein, subject to the Terms and Conditions provided	
below Sub	omit your quotation duly signed by you or your duly authorized representative not later than	
	3 2025 at through email at <u>bac-secretariat@psa.gov.ph</u>	
TIME U		
	For any clarification, you may contact us at telephone no. (02) 8374-8263 or email address at	
gsdprocuren	ment.psa@gmail.com	
	for glue	
	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 quotattion/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	od to
ď	finally detrmine 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	arliei
	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	е
	amount of the contract, without prejudice to other courses of action and remedies open to it.	



Deadline



Documents to be submitted

PSA Complex, East Avenue, Diliman, Quezon City, Philippines 1101Telephone: (632) 8938-5267

Remarks

REQUEST FOR QUOTATION PR No. 25-02-0084

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows: Compliance with Total Amount Technical Specifications Unit Unit Price (VAT Quantity Item(s) and Specification(s), minimum (pls. check) Inclusive) **Catering Services** Meals and Snacks for the Workshop on the lot 1 Finalization of the Domestic Trade Statistics System Requirements 17 to 19 March 2025 Training Room, 16th Floor, PSA Complex, East Ave., Quezon City Snacks (AM) - 20 Pax Meals (Lunch) - 20 Pax Snacks (PM) - 20 Pax Specs for the Snacks (AM & PM) and Meals (Lunch) Buffet Style Catering Service: Reusable plates, mugs, and cutlery Other Food requirements: (No Cream Dory/No Tuna Sandwich) Snacks (AM & PM) - Bread/Pasta/Kakanin Meals (Set of Lunch): Soup, 1 Side Dish (Vegetables), 2 Main Course (Beef/Chicken/Fish/Seafood), Rice, Drinks & Dessert Other Requirements: Free Flowing Coffee Must be managed buffet Send Menu Proposal Send bill arrangement 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. Total amount in words: Signature: Printed name of the authorized representative: Position: Name of Company: Email address: Address: Tel. No.: ____ Mobile No.: ___ Fax No.: Date: