



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 the procurement of ~~Meals and Snacks for the 2023~~ ULE/CAF Provincial/3rd Level Training and IACRRVS Meeting.

Name of Project	Meals and Snacks for the 2023 ULE/CAF Provincial/3rd Level Training and IACRRVS Meeting
Solicitation	ADN PR No. 2023-03-038 & No. 2023-03-039
Location	PSA - Agusan del Norte
Brief Description	Refer to Specification/Table below
Quantity	Refer to table below
Mode of Procurement	NP-Small Value Procurement
Approved Budget for the Contract (ABC)	LOT1 - 61,200.00; LOT2 - P7,800.00
Date of Delivery	Refer to Bid Form Details Below

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than 8:00 A.M on 11 APR 2023 the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

*M. 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 **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
Catering Services: Meals - 3 Main Dish, Soup, Dessert, Softdrinks/Juice, Rice; AM & PM Snacks (to be Pre-selected by PSA Personnel)						
<b>LOT 1: 2023 ULE/CAF (April 24 - 29, 2023)</b>						
<b>April 24, 2023</b>						
AM Snacks	pax	17	P _____	P _____		
Lunch	pax	17	P _____	P _____		
PM Snacks	pax	17	P _____	P _____		
<b>April 25, 2023</b>						
AM Snacks	pax	17	P _____	P _____		
Lunch	pax	17	P _____	P _____		
PM Snacks	pax	17	P _____	P _____		
<b>April 26, 2023</b>						
AM Snacks	pax	17	P _____	P _____		
Lunch	pax	17	P _____	P _____		
PM Snacks	pax	17	P _____	P _____		
<b>April 27, 2023</b>						
AM Snacks	pax	17	P _____	P _____		
Lunch	pax	17	P _____	P _____		
PM Snacks	pax	17	P _____	P _____		
<b>April 28, 2023</b>						
AM Snacks	pax	17	P _____	P _____		
Lunch	pax	17	P _____	P _____		
PM Snacks	pax	17	P _____	P _____		
<b>April 29, 2023</b>						
AM Snacks	pax	17	P _____	P _____		
Lunch	pax	17	P _____	P _____		
PM Snacks	pax	17	P _____	P _____		
<b>LOT 2: IACRRVS Meeting</b>						
<b>April 28, 2023</b>						
AM Snacks	pax	13	P _____	P _____		
Lunch	pax	13	P _____	P _____		
PM Snacks	pax	13	P _____	P _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)		
					YES	NO	
<b>TOTAL AMOUNT IN FIGURES:</b>					P		
<b>TOTAL AMOUNT IN WORDS:</b>							

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: \_\_\_\_\_

Email/Address: \_\_\_\_\_

Fax No. \_\_\_\_\_ Tel No. \_\_\_\_\_

Cellphone No. \_\_\_\_\_

Date: \_\_\_\_\_