



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**  
 CARAGA

**REQUEST FOR QUOTATION**

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake alternative mode of procurement, **NP-Small Value Procurement on In Lot: City Level Training for System Applications & Field Practice of the 2021 Pilot Community-Based Monitoring System**

<b>Name of Project</b>	General Administrative Support Service
<b>Solicitation</b>	<b>ADS PR No. 2021-10-065</b>
<b>Location</b>	PSA - AGUSAN DEL SUR
<b>Brief Description</b>	Refer to Bid Form below
<b>Quantity</b>	Refer to Bid Form
<b>Approved Budget for the Contract (ABC)</b>	<b>Php237,000.00</b>
<b>Date of Delivery</b>	<b>October 12-14, 2021</b>

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than 10:00 A.M on **October 6, 2021** at the Regional Statistical Services Office XIII, Freeman Building, J.C. Aquino Avenue, Butuan City.

*B. Bonachita*  
**BERNADETH I. BONACHITA**  
 RBAC Chairperson

**Terms and Conditions:**

1. Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
2. All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
3. Late submission of quotation shall not be accepted.
4. Bids exceeding the ABC shall be disqualified.
5. Terms of Payment shall be made through check payable to the supplier.
6. 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 DTI /SEC registration, Municipal and business permit, Tax Clearance, BIR Certificate of Registration and current ITR and Phil. Government Electronic Procurement System (PhilGEPS) Registration.
7. 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.
8. 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.
9. 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
<b>City Level Training for System Applications &amp; Field Practice of the 2021 Pilot Community-Based Monitoring System</b> <b>October 12-14, 2021</b>						
<b>IN LOT:</b> <b>INCLUSIONS</b> VENUE: To be provided by the LGU in Bayugan City, Agusan del Sur CATERING SERVICES (MEAL AND SNACKS) *AM Snacks comprised of traditional Filipino delicacy or pasta dish (pansit/bihon/bam-i/spaghetti) or cake/pastry/sandwich and hot choco/tea/juice/soft drink (in glass/can/bottle) * Lunch comprised of 3 main dishes, 1 side dish/veggie/noodles/soup/salad, rice, juice/tea/soft drink (in can/bottle), dessert/fresh fruits, meal setting: managed buffet *PM Snacks comprised of traditional Filipino delicacy or pasta dish (pansit/bihon/bam-i/spaghetti) or cake/pastry/sandwich and hot choco/tea/juice/soft drink (in glass/can/bottle)						
<b>Day 1: October 12, 2021</b>						
<b>CLASS 1</b>						
AM Snacks	pax	24	P _____	P _____		
Lunch	pax	24	P _____	P _____		
PM Snacks	pax	24	P _____	P _____		
<b>CLASS 2</b>						
AM Snacks	pax	24	P _____	P _____		
Lunch	pax	24	P _____	P _____		
PM Snacks	pax	24	P _____	P _____		
<b>CLASS 3</b>						
AM Snacks	pax	24	P _____	P _____		
Lunch	pax	24	P _____	P _____		
PM Snacks	pax	24	P _____	P _____		
<b>CLASS 4</b>						
AM Snacks	pax	24	P _____	P _____		
Lunch	pax	24	P _____	P _____		
PM Snacks	pax	24	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>CLASS 5</b>						
AM Snacks	pax	26	P _____	P _____		
Lunch	pax	26	P _____	P _____		
PM Snacks	pax	26	P _____	P _____		
<b>Day 2: October 13, 2021</b>						
<b>CLASS 1</b>						
AM Snacks	pax	35	P _____	P _____		
Lunch	pax	35	P _____	P _____		
PM Snacks	pax	35	P _____	P _____		
<b>CLASS 2</b>						
AM Snacks	pax	35	P _____	P _____		
Lunch	pax	35	P _____	P _____		
PM Snacks	pax	35	P _____	P _____		
<b>CLASS 3</b>						
AM Snacks	pax	35	P _____	P _____		
Lunch	pax	35	P _____	P _____		
PM Snacks	pax	35	P _____	P _____		
<b>CLASS 4</b>						
AM Snacks	pax	35	P _____	P _____		
Lunch	pax	35	P _____	P _____		
PM Snacks	pax	35	P _____	P _____		
<b>CLASS 5</b>						
AM Snacks	pax	36	P _____	P _____		
Lunch	pax	36	P _____	P _____		
PM Snacks	pax	36	P _____	P _____		
<b>Day 3: October 14, 2021</b>						
<b>CLASS 1</b>						
AM Snacks	pax	35	P _____	P _____		
Lunch	pax	35	P _____	P _____		
PM Snacks	pax	35	P _____	P _____		
<b>CLASS 2</b>						
AM Snacks	pax	35	P _____	P _____		
Lunch	pax	35	P _____	P _____		
PM Snacks	pax	35	P _____	P _____		
<b>CLASS 3</b>						
AM Snacks	pax	35	P _____	P _____		
Lunch	pax	35	P _____	P _____		
PM Snacks	pax	35	P _____	P _____		
<b>CLASS 4</b>						
AM Snacks	pax	35	P _____	P _____		
Lunch	pax	35	P _____	P _____		
PM Snacks	pax	35	P _____	P _____		
<b>CLASS 5</b>						
AM Snacks	pax	36	P _____	P _____		
Lunch	pax	36	P _____	P _____		
PM Snacks	pax	36	P _____	P _____		

**TOTAL AMOUNT IN FIGURES:** P \_\_\_\_\_

**TOTAL AMOUNT IN WORDS:** \_\_\_\_\_

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: \_\_\_\_\_

EmailAddress: \_\_\_\_\_

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

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

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

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