



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 **Catering Services (AM/PM Snacks & Lunch)** during the **2024 Census of Population and Community-Based Monitoring System (POPCEN-CBMS) Data and Map Processing Provincial Level Training**.

<b>Name of Project</b>	2024 POPCEN-CBMS
<b>Solicitation</b>	ADS PR No. 2024-09-002
<b>Reference No.</b>	ADS RFQ No. 2024-08-031
<b>Location</b>	PSA - AGUSAN DEL SUR
<b>Brief Description</b>	Refer to Specification/Table below
<b>Quantity</b>	Refer to table below
<b>Mode of Procurement</b>	Small Value Procurement
<b>Approved Budget for the Contract (ABC)</b>	Php 94,500.00
<b>Date of Delivery</b>	September 9-13, 2024

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than 09:00 AM on **September 6, 2024** the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

*M. Juy*  
**BERNADETH T. 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 current Income Tax Return.**
- 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
<b>2024 Census of Population and Community-Based Monitoring System (POPCEN-CBMS) Data and Map Processing Provincial Level Training</b>	lot					
<b>Venue: PSO-Agusan del Sur</b>						
<b>Date: September 9-13, 2024</b>						
<b>Day 1 (September 9, 2024)</b>						
<b>AM Snacks</b>						
Ensaymada and Fresh Orange Juice		26	P _____	P _____		
<b>Lunch</b>						
3 main dish Pork Steak, Fried chicken, Beef Pochoero, Pancit Guisado, Cookies and Cream Ice Cream, Fresh Mango Juice, Unlimited Rice		26	P _____	P _____		
<b>PM Snacks</b>						
Siopao Asado and Fresh Lemon Juice		26	P _____	P _____		
<b>Day 2 (September 10, 2024)</b>						
<b>AM Snacks</b>						
Banana Cheezy Turon and Fresh Orange Juice		26	P _____	P _____		
<b>Lunch</b>						
3 main dish Chicken Ala Max, Sweet Chili Shrimp, Pork Lauya, Pakbit, Maja Bianca, Fresh Mango Juice, Unlimited Rice		26	P _____	P _____		
<b>PM Snacks</b>						
Palabok and Home made Red Juice		26	P _____	P _____		
<b>Day 3 (September 11, 2024)</b>						
<b>AM Snacks</b>						
Chicken Empanada and Fresh Orange Juice		41	P _____	P _____		
<b>Lunch</b>						
3 main dish Pork Kawali, Fish Kinilaw, Chicken Adobo, Lomi, Mango Float, Fresh Mango Juice, Unlimited Rice		41	P _____	P _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
PM Snacks Spaghetti and Home made Juice <b>Day 4 (September 12, 2024)</b>		41	P _____	P _____		
AM Snacks Chicken Sandwich and Fresh Orange Juice		41	P _____	P _____		
Lunch 3 main dish Sweet and Sour Fish, Pork Spare ribs, Garlic Chicken Wing, Crispy Talong, Buko Salad, Rice, Fresh Mango Juice		41	P _____	P _____		
PM Snacks Beef Lasagna and Fresh Lemon Juice <b>Day 5 (September 13, 2024)</b>		41	P _____	P _____		
AM Snacks Ensaymada and Fresh Orange Juice		41	P _____	P _____		
Lunch 3 main dish Pork Steak, Fried chicken, Beef Pohero, Pancit Guisado, Cookies and Cream Ice Cream, Fresh Mango Juice		41	P _____	P _____		
PM Snacks Siopao Asado and Fresh Lemon Juice		41	P _____	P _____		
<b>Specs for AM/PM Snacks:</b> <b>Packaging: Recyclable (e.g., carton or paper- made material, wooden spoon and fork, paper cups, paper straws)</b> <b>Specs for Meals: Buffet style catering service: Reusable plates, mugs, and cutlery</b> <b>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 Activities, Mandating the Use of Ecologically Sustainable Products or Packaging Materials and Prohibition on the Use of Styrofoam and Single-use Plastics.</b>						
<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: \_\_\_\_\_

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

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

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

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

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