

REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake alternative mode of procurement, **(shopping, small value, etc.)** for <u>Re-Post: Catering</u> Services

Name of Project	Re-Post: Catering Services
Solicitation	MAS-18-03-023
Location	Quezon City
Brief Description	
Quantity	
Approved Budget for the	
Contract (ABC)	₱ 90,000.00
Contract Duration	

Please quote your **lowest price** on the item/s listed below and submit personally your **SEALED QUOTATION not later than 5:00 pm on <u>April 17, 2018</u>** at the **General Services Division, 11**th **FIr., Cyberpod One Enton Centris, Diliman, Quezon City.**

BAC 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. 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.
- 6. 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.
- 7. Terms of Payment shall be made through check payable to the supplier.
- 8. 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.

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BID FORM

Item/s and specification/s (minimum)		Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check) YES NO	
Catering Services for 75 Participanst PSO Representatives and Central Office Staff for the First Quarter 2018 National Data Review for AgSat Payment: Send Bill Area: 17 th Floor, Eton Cyberpod Centris 3, Quezon City Details: 23 April 2018 – AM Snacks and Lunch 26 April 2018 – AM Snacks/Lunch/PM Snacks 27 April 2018 – AM Snacks and Lunch Requirements: a) Provision of flowing water/coffee/tea and candies b) Affordable and complete services c) Quick to respond and are flexible d) Standby Staff X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X	pax	-75- -75- -75-	P P	P P Total amount in words:		

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After having carefully read and accepted your Terms and Conditions. I/We quote you on the item at prices noted above.

Printed Name of author	rized representative/Sig	nature	
Position:			
Name of Company			
Address:		Email Address:	
Fax No	Tel No.:	Cellphone No	
Date:			