

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>Catering Services</u>

Name of Project	Supply and Delivery of Catering Services
Solicitation	PR No. MAS-18-10-161
Location	Metro Manila
Brief Description	Procurement of Goods
Quantity	See attached Bid Form
Approved Budget for the	
Contract (ABC)	₱ 18,000.00
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>November 7, 2018</u> at the General Services Division**, 11th 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.

PHILIPPINE STATISTICS AUTHORITY REQUEST FOR QUOTATION

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BID FORM

					Comp	liance
Item/s and specification/s (minimum)		Qty.	Unit Price	Total Amount (VAT inclusive)	with Technical	
					Specifications (please check)	
					YES	NO
Catering Services for 40 participants to be					()	()
attended by selected PSA Staff and	nov	40	₱	₽	()	()
representatives from other partner	pax	-40-	F	r	()	()
agencies					()	()
agonolos					()	()
Venue: Conferece Room, Centris Cyberpod					()	()
Three					()	()
Mode of Payment: Send Bill					()	()
Date of Consultative Meeting: 12 December					()	()
2018					()	()
					()	()
Catering Services (Meals) (AM Snack, Buffet					()	()
Lunch, PM Snack)					()	()
No Cream Dowry Fish					()	()
0.1					()	()
Other requirements:					()	()
1. Provision of flowing coffee, water, tea and					()	()
candies					()	()
2. Complete services					()	()
3. Quick to respond and are flexible				Total amount in	()	()
4. Standby Staff				words:	()	()
X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-					()	()
					()	()
For SSO-MAS-AAD use						
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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: ________