



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY

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 **Catering Services**. Details of the procurement are as follows:

Name of Project	2nd Quarter 2019 National Data Review
Solicitation	MAS-19-01-006
Location	Metro Manila
Brief Description	2nd Quarter 2019 National Data Review
Quantity	See attached Bid form.
Approved Budget for the Contract (ABC)	₱ 115,500.00
Date of Delivery	

Please quote your lowest price on the item/s listed on the next page and submit the quotation not later than 11:00 am on April 11, 2019 personally at the **General Services Division, 11th Flr., Cyberpod One Eton Centris, Diliman, Quezon City**. Address your quotation to GSD-PSS.

DAISY S. ADLAWAN

Officer-In-Charge
General Services Division

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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Fax no.: 374-82-83/ 374-82-62

BID FORM

Item(s) and specification(s) Minimum	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (pls. check)					
					Yes	No				
Catering Services for Participants										
RSSO Representative and Central Office Staff for the 2nd Quarter 2019 National Data Review										
Payment: Send bill										
Area: 17 th Floor, Eton Cyberpod Centris 3, Quezon City										
Details:										
22 July 2019 - AM Snacks and Lunch (Plenary)	pax	60	₱ _____							
22 July 2019 - PM Snacks (FSD Consultation)		37	₱ _____							
23 July 2019 - AM/PM Snacks & Lunch (CSD consultation)		44	₱ _____							
24 July 2019 - AM Snacks & Lunch (LPSD Consultation)		34	₱ _____							
24 July 2019 - PM Snacks (Prices Consultation)		49	₱ _____							
25 July 2019 - AM Snacks, Lunch and PM Snacks (Plenary and Consultation)		60	₱ _____							
26 July 2019 - AM Snacks, Lunch and PM Snacks (Plenary Presentation-Continuation)		60	₱ _____							
				Total amount in words: _____						

Requirements:										
a) Provision of flowing water/coffee/tea and candies										
b) Affordable and complete services										
c) Quick to respond and flexible										
d) Standby staff										

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: _____