



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
NATIONAL CAPITAL REGION – PROVINCIAL
OFFICE II
(QUEZON CITY AND CITY OF MARIKINA)

REQUEST FOR QUOTATION

PROCUREMENT OF FULL PACKAGE OF CATERING SERVICES FOR A 6 DAYS TRAINING ON THE 2020 CENSUS OF POPULATION AND HOUSING (CPH)

The Philippine Statistics Authority, National Capital Region Provincial Office II (NCR PO II) covering Quezon City and City of Marikina has approved the conduct of a negotiated procurement for the above-mentioned **TRAINING ON THE 2020 CENSUS OF POPULATION AND HOUSING (CPH)**

In view thereof, may we invite for possible supplier/participant for the said procurement. Attached is a Checklist of Requirements for submission.

Please submit your Proposed Bid Quotation together with the required documents to the Provincial Office (NCR PO II) not later than **10:00am of July 17, 2020** 8th/F EDSA Grand Residences, 75 Corregidor St. cor. EDSA, Brgy. Ramon Magsaysay Quezon City. Offer in excess of the Approved Budget of the Contract shall be automatically rejected.

The PSA NCR PO II reserves the right to accept or reject Bid/Proposal, to annul the bidding process, and to reject all Bids at any time prior to contract award, without thereby incurring any liability to the affected bidder.

The PSA NCR PO II assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the quotation.

(PSA - NCR PO II)

8/F EDSA Grand Residences, 75 Corregidor St. cor EDSA Brgy. Ramon Magsaysay, Quezon City

• Telephone: (02) 8 716-0828/8 713-4472



CHECKLIST OF REQUIREMENTS

a. **Project Site and Contact Person**

Project Site	Contract Person	Address/Telephone No./email Address
Quezon City	Zaida D. Austria	8/F EDSA Grand Residences, 75 Corregidor St. cor EDSA, Brgy. Ramon Magsaysay, Quezon City Tel. No. (8) 716-0828/713-4472 email: psa.ncr.pso2asu@gmail.com

b. **SCHEDULE OF DELIVERY**

Date of Delivery	ABC	Goods to be delivered
July 20 – 25, 2020	P 67,500.00 (Subject to 7% VAT)	Full package of catering services for a six(6) days training

c. **TECHNICAL SPECIFICATIONS**

Number of Participants	Specifications	Bidder's Specification
25 participants (per day for 6 days training)	<p>Package cost of meals and snack, and the following amenities:</p> <p>a. Food Package</p> <p><i>Managed buffet services (w/ waiters) or packed meals</i></p> <ul style="list-style-type: none"> • Lunch with 2 main dish, soup, vegetables, rice, drinks and dessert. • 2 plated/packed snacks - AM & PM snacks(w/ drinks) 	



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	<p>* Note that:</p> <ul style="list-style-type: none">⇒ First Meal - AM Snack on July 20, 2020⇒ Last Meal - PM Snack on July 25, 2020	
	<p>b. Amenities:</p> <ul style="list-style-type: none">• <i>Provision of complete utensils w/ drinking glass</i>• <i>Provision of mineral drinking Water/coffee/juice/cola</i>• <i>Provision of garbage bags</i>	

Note: Price quotation should be VAT inclusive

d. Financial Proposal

1. The Bidder shall submit as part of their Financial Proposal, the price Schedule for GOODS, and related services as specified in the technical specifications.
2. Prices quoted by the Bidder shall be fixed during the Bidder's performance of the Contract and not subject to variation or price escalation on any account. A Bid/proposal submitted with an adjustable price quotation shall be treated as non-responsive and shall be rejected.

PSA NCR PO II assumes no responsibility in the preparation/submission or whatsoever obligation the bidder has incurred in the preparation of this quotation (as food tasting, transportation expense and the likes).