



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 for the Conduct of Quarterly 2024 ASPBI and SICT Machine Processing Provincial Level Training and Provincial Level Training on Various Agricultural Surveys- 2nd Quarter 2025**

Name of Project	ASPBI & SICT Machine Processing and Agricultural Surveys - 2nd Quarter 2025
Solicitation	PDI RFQ No. 2025-04-011
Reference Number	PDI PR No. 2025-04-016 & 019
Location	PSA-Province of Dinagat Islands
Brief Description	Refer to Specification/Table below
Quantity	Refer to table below
Mode of Procurement	Small Value Procurement
Approved Budget for the Contract (ABC)	Php54,000.00
Date of Delivery	Lot 1: May 26-30, 2025 Lot 2: June 9-10, 2025 Lot 3: June 11 & 13, 2025 Lot 4: June 17-19, 2025 Lot 5: June 25-27, 2025

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than **10:00 AM on April 8, 2025** the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

PRESA P. VILLARINA
 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 Omnibus Sworn Statement (for 50k and above) and/or current Income Tax Return (for 500k and above).**
- 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
Procurement of Catering Services for the Conduct of Quarterly 2024 ASPBI and SICT Machine Processing Provincial Level Training and Provincial Level Training on Various Agricultural Surveys- 2nd Quarter 2025						
Lot 1: Meals and Snacks for Quarterly 2024 ASPBI and SICT Machine Processing Provincial Level Training						
ABC: Php16,200.00						
Date: May 26-30, 2025						
May 26, 2025						
AM Snacks (Canned Juice, Empanada & Kutsinta)	pax	6	P_____	P_____		
Lunch (Rice, Chopsuey, Chicken tinola, fried fish, bottled water and iced tea)	pax	6	P_____	P_____		
PM Snacks (Fruit Shake & Burger)	pax	6	P_____	P_____		
May 27, 2025						
AM Snacks (Mango Shake & Egg Sandwich)	pax	6	P_____	P_____		
Lunch (Rice, Pork Afritada, fried chicken, tinolang isda, bottled water and iced tea)	pax	6	P_____	P_____		
PM Snacks (Fruit Juice, Bibingka & Biko)	pax	6	P_____	P_____		
May 28, 2025						
AM Snacks (Tsokolate, Moron & Cassava Cake)	pax	6	P_____	P_____		
Lunch (Rice, Kinilaw, Steamed Vegetables, Pork Nilaga, water and iced tea)	pax	6	P_____	P_____		
PM Snacks (Fruit Juice & Spaghetti with bread)	pax	6	P_____	P_____		
May 29, 2025						
AM Snacks (Baked Mac and Canned Juice)	pax	6	P_____	P_____		
Lunch (Rice, Sinugba, Pakbet Vegetables, Pork Adobo, water and iced tea)	pax	6	P_____	P_____		
PM Snacks (Fruit Juice & Banana Cake)	pax	6	P_____	P_____		

May 30, 2025					
AM Snacks (Tsokolate, Puto-maya)	pax	6	P _____	P _____	
Lunch (Rice, Chicken Inasal, Adobong Sitao, Fsh Tinola, water and iced tea)	pax	6	P _____	P _____	
PM Snacks (Fruit Juice & Egg Pie)	pax	6	P _____	P _____	
Inclusion: Free Flowing Coffee and Drinking water					
Lot 2: Meals and Snacks for Training on Crop Production Survey (Commercial & Household) with Farm Price Survey					
ABC: Php5,400.00					
Date: June 9-10, 2025					
June 9, 2025					
AM Snacks (baked spaghetti with bread and iced tea)	pax	5	P _____	P _____	
Lunch (Rice, Pinakbet, fried chicken, tinolang isda, water and iced tea)	pax	5	P _____	P _____	
PM Snacks (Taco Fries with Iced Tea)	pax	5	P _____	P _____	
June 10, 2025					
AM Snacks (Siopao and Fruit Shake)	pax	5	P _____	P _____	
Lunch (Rice, Pork Liempo, Steamed Vegetables, Tinolang isda, water and iced tea)	pax	5	P _____	P _____	
PM Snacks (Fruit Shake & Spaghetti with bread)	pax	5	P _____	P _____	
Lot 3: Meals and Snacks for 3rd Level Training for Fishery Production Survey					
ABC: Php9,720.00					
Date: June 11 & 13, 2025					
June 11, 2025					
AM Snacks (Egg Sandwich Bread & Watermelon Salad)	pax	9	P _____	P _____	
Lunch (Rice, Pork sinigang, Chicken curry, lumpia, water and iced tea)	pax	9	P _____	P _____	
PM Snacks (Fruit Juice & Burger)	pax	9	P _____	P _____	
June 13, 2025					
AM Snacks (Lemon Juice & Biko & Kutsinta)	pax	9	P _____	P _____	
Lunch (Rice, Pinakbet, fried chicken, Beef/pork nilaga, water and iced tea)	pax	9	P _____	P _____	
PM Snacks (Fruit Juice & Carrot Cake)	pax	9	P _____	P _____	
Lot 4: Meals and Snacks for 3rd Level Training for Livestock and Poultry-Household and Establishment-based					
ABC: Php11,340.00					
Date: June 17-19, 2025					
June 17, 2025					
AM Snacks (Fruit Juice & Pineapple Pie)	pax	7	P _____	P _____	
Lunch (Rice, Chopsuey, Chicken tinola, Pork Menudo, water and iced tea)	pax	7	P _____	P _____	
PM Snacks (Fruit Shake & Burger)	pax	7	P _____	P _____	
June 18, 2025					
AM Snacks (Pineapple Juice & Puto Cheese & Kutsinta)	pax	7	P _____	P _____	
Lunch (Rice, Fish Tinola, pork adobo, cordon bleu, water and iced tea)	pax	7	P _____	P _____	
PM Snacks (Fruit shake & Carrot Cake)	pax	7	P _____	P _____	
June 19, 2025					
AM Snacks (Orange Juice & Tuna Sandwich)	pax	7	P _____	P _____	
Lunch (Rice, Kinilaw, Steamed Vegetables, Pork Afritada, water and iced tea)	pax	7	P _____	P _____	
PM Snacks (Fruit Juice & Spaghetti with bread)	pax	7	P _____	P _____	
Lot 5: Meals and Snacks for Training on PCPS, MPCSR and RCSS					
ABC: Php11,340.00					
Date of Activity: June 25-27, 2025					
June 25, 2025					
AM Snacks (Fruit Juice & Hotdog Bun)	pax	7	P _____	P _____	
Lunch (Rice, Chopsuey, Pork Sinigang, fish fillet, water and iced tea)	pax	7	P _____	P _____	
PM Snacks (Buko Juice & Burger)	pax	7	P _____	P _____	

June 26, 2025						
AM Snacks (Egg Sandwich bread & Canned Juice)	pax	7	P _____	P _____		
Lunch (Rice, Pinakbet, fried chicken, tinolang isda, water and iced tea)	pax	7	P _____	P _____		
PM Snacks (Pineapple Juice & Pancit Palabok with bread)	pax	7	P _____	P _____		
June 27, 2025						
AM Snacks (Fruit Juice & Moron with Puto)	pax	7	P _____	P _____		
Lunch (Rice, Isdang Kinilaw, Steamed Vegetables, Pork Tinola, water and iced tea)	pax	7	P _____	P _____		
PM Snacks (Fruit Shake & Spaghetti with bread)	pax	7	P _____	P _____		
Specs for AM & PM Snacks						
Packaging: Recyclable (e.g., carton or paper-made material, wooden spoon and fork, paper cups, paper straws)						
Specs for Lunch						
Buffet style catering services: Reusable plates, mugs, and cutlery						
<i>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 as stated below:</i>						
<i>- Prohibition on the use of styrofoam and similar single-use plastics for packaging and catering services;</i>						
<i>- Reusable foodware such as plates, cutlery, containers, stirrers, mugs or cups for hot drinks and glass for water or beverage shall be utilized</i>						
<i>- Coffee shall be served in pots instead of providing powdered coffee in sachets. Condiments shall also served in reusable bottles, bowls, or dispensers.</i>						
TOTAL AMOUNT IN FIGURES:						
TOTAL AMOUNT IN WORDS:						

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: _____