



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 **Meals and Snacks for the Municipal Orientation for 2024 POPCEN-CBMS Barangay Profile Questionnaire (BPQ) Data Collection, Service Facilities and Government Projects (SFGP) Listing and**

<b>Man Generation</b>	
Name of Project	POPCEN-CBMS BPQ
Solicitation	PDI RFQ No. 2024-05-006
Reference Number	PDI PR No. 2024-05-030
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)	Lot 1: Php29,000.00, Lot 2: Php16,000.00, Lot 3: Php14,000.00, Lot 4: Php18,000.00, Lot 5: Php21,000.00, Lot 6: Php14,000.00
Date of Delivery	Lot 1: June 5, 2024, Lot 2: June 6, 2024, Lot 3: June 7, 2024, Lot 4: June 10, 2024, Lot 5: June 11, 2024, Lot 6: June 13, 2024

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 A.M on May 28, 2024** the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

**BERNADETH I. BONACHITA**  
 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
<b>Lot 1: Meals and Snacks</b>				₱ _____		
<b>Date: June 5, 2024</b>						
<b>Location: Basilisa</b>						
AM snacks (Egg Sandwich with Bread & Cucumber Juice)	packs	58	₱ _____	₱ _____		
Lunch (Rice, Nilagang Baboy, Buttered chicken, chopsuey, fruits/dessert, orange juice, water)	packs	58	₱ _____	₱ _____		
PM snacks (Native Kakanin & Lemon Juice)	packs	58	₱ _____	₱ _____		
<b>Lot 2: Meals and Snacks</b>				₱ _____		
<b>Date: June 6, 2024</b>						
<b>Location: Cagdianao</b>						
AM snacks (Cassava Cake & Lemon Juice)	packs	32	₱ _____	₱ _____		
Lunch (Rice, Sinigang Baboy/Beef, Chopsuey Dish, Fried Fish, fruits/dessert, iced tea, water)	packs	32	₱ _____	₱ _____		
PM snacks (Spaghetti with bread & Pineapple Juice)	packs	32	₱ _____	₱ _____		
<b>Lot 3: Meals and Snacks</b>				₱ _____		
<b>Date: June 7, 2024</b>						
<b>Location: Dinagat</b>						
AM snacks (Carrot Cake & Cucumber Juice)	packs	28	₱ _____	₱ _____		
Lunch (Rice, Tinolang Isda, Adobong Sitao, Buttered Chicken, fruits/dessert, Watermelon Juice, water)	packs	28	₱ _____	₱ _____		
PM snacks (Burger & Iced Tea)	packs	28	₱ _____	₱ _____		
<b>Lot 4: Meals and Snacks</b>				₱ _____		
<b>Date: June 10, 2024</b>						
<b>Location: Libjo</b>						
AM snacks (Baked Mac & Pineapple Juice)	packs	36	₱ _____	₱ _____		
Lunch (Rice, Corn Soup, Sweet & Sour Pork, Chicken Fillet, fruits/dessert, iced tea, water)	packs	36	₱ _____	₱ _____		
PM snacks (Egg Pie & Cucumber Juice)	packs	36	₱ _____	₱ _____		
<b>Lot 5: Meals and Snacks</b>				₱ _____		
<b>Date: June 11, 2024</b>						
<b>Location: Loreto</b>						

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
AM snacks (Maja Blanca & Orange Juice)	packs	42	₱ _____	₱ _____		
Lunch (Rice, Tinolang Isda, Chicken Adobo, Bihon Guisado, fruits/dessert, cucumber juice, water)	packs	42	₱ _____	₱ _____		
PM snacks (Moron, Puto Cheese & pineapple juice)	packs	42	₱ _____	₱ _____		
<b>Lot 6: Meals and Snacks</b>				₱ _____		
<b>Date: June 13, 2024</b>						
<b>Location: San Jose</b>						
AM snacks (Puto Cheese, Puto Maya & Hot choco)		28	₱ _____	₱ _____		
Lunch (Rice, Nilagang Baboy/Beef, Buttered Vegetables, Caldereta, fruits/dessert, iced tea, water)		28	₱ _____	₱ _____		
PM snacks (Fresh fruit shake & Spaghetti)		28	₱ _____	₱ _____		
<b>Specs for AM &amp; PM Snacks</b>						
Packaging: Recyclable (e.g., carton or paper-made material, wooden spoon and fork, paper cups, paper straws)						
<b>Specs for Lunch</b>						
Buffet style catering services: Reusable plates, mugs, and cutlery						
Note: Food service and packaging shall be in compliance with the Office Memorandum No. 2023-178, entitled <b>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.</b>						
<b>TOTAL AMOUNT IN FIGURES:</b>						
<b>TOTAL AMOUNT IN WORDS:</b>						

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: \_\_\_\_\_