

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</u> <u>Services</u>. Details of the procurement are as follows:

Name of Project	Group Learning Session: CyberSecurity Awareness Seminar of PhilSys Registry Office Personnel PSYS-19-11-201				
Solicitation No.					
Location	Metro Manila				
Brief Description	Catering Services for the Group Learning Session: CyberSecurity Awareness Seminar of PhilSys Registry Office Personnel				
Quantity	See attached Bid form.				
Approved Budget for the Contract (ABC)	P 79,800.00				
Date of Delivery					

Please quote your lowest price on the item/s listed on the next page and submit the quotation manually to the BAC Secretariat, 11th FIr., Cyberpod One Eton Centris, Diliman, Quezon City or through facsimile number 374-8283 or email to gsd.staff@psa.gov.ph not later than ____:00 AM/PM on DEC 0 9 2019. Kindly address your quotation to the Bids and Awards Committee.



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 and/or proposal.
- 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

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

BID FORM

Item(s) and specification(s)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (pls. check)	
Willingurii					Yes	No
Group Learning Session: CyberSecurity Awareness Seminar of PhilSys Registry Office Personnel	LOT	1	₽	₽	()	()
Meals for 133 pax						
Details: 10 December 2019, Tuesday – Batch 1 (32 pax) – - AM Snacks, Lunch, PM Snacks 11 December 2019, Wednesday – Batch 2 (33 pax) – - AM Snacks, Lunch, PM Snacks 12 December 2019, Thursday – Batch 3 (34 pax) – - AM Snacks, Lunch, PM Snacks 13 December 2019, Friday – Batch 4 (34 pax) – - AM Snacks, Lunch, PM Snacks						
Deliverables: 1. Delivery of equipment and setting up of food must be completed at least 45 minutes before food is served. 2. The service provider should not provide a duplicate lunch when booked for consecutive days. *Please submit proposal NOTE: Please Attach (Mayor's Permit, BIR Tax Cert., DTI or SEC, Omnibus Sworn Statement and PhilGEPS Registration Number)				Total amount in words:		

After having carefully read and accepted your Terms and Conditions. I/We quote you on the item