



## REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake Small Value Procurement as Alternative Modes of Procurement in procuring Catering Services good for AM/PM Snacks and Lunch for the 2024 EA Delineation for the Development of EARF for Mid-Decade Census of Population and CBMS Activity with the following details:

<b>Name of Project</b>	Catering Services good for AM/PM Snacks and Lunch for the 2024 EA Delineation for the Development of EARF for Mid-Decade Census of Population and CBMS Activity
<b>Solicitation</b>	2024-01-002-AL
<b>Location</b>	PSA Albay Provincial Statistical Office
<b>Brief Description</b>	(See Bid Form, <i>Page 2</i> )
<b>Quantity</b>	(See Bid Form, <i>Page 2</i> )
<b>Approved Budget for the Contract (ABC)</b>	Php 69,120.00
<b>Contract Duration</b>	2nd Level Training - 22 to 26 January 2024 3rd Level Training - 31 Jan to 02 February 2024

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **10:00 am** on **January 10, 2024** at **PSA Albay, Ground Flr. PSA Bldg., Regional Government Center, Rawis, Legazpi City.**

  
**CECILLE A. BRIONES**  
RBAC Chairman

### Terms and Conditions:

1. Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
2. Supplier must be an authorized re-seller of original equipment manufacturer.
3. All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
4. Late submission of quotation shall not be accepted.
5. Bids exceeding the ABC shall be disqualified.
6. The lowest bidder shall be informed immediately and shall be asked to submit the following requirements within three days after the opening of bids or during post qualification:
  1. Mayor's/Business Permit
  2. PhilGEPS Registration Number
  3. Omnibus Sworn Statement
7. 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.
8. Terms of Payment shall be made through check payable to the supplier.
9. 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.

**BID FORM**

Item/s and Specification/s (Minimum)	Unit	Qty	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
<u>Catering Services good for AM/PM Snacks and Lunch for the 2024 EA Delineation for the Development of EARF for Mid-Decade Census of Population and CBMS Activity</u>						
2nd Level Training - 5 days January 22-26, 2024	pax	16	P _____	P _____	( )	( )
3rd Level Training - 3 days January 31 - February 02, 2024	pax	16	P _____	P _____	( )	( )
<p>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 PSA 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.</p> <p><i>Please see attached specifications For official use of PSA Albay xxxxx</i></p>						
			<b>Total</b>	P _____ 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 and Signature of authorized representative: \_\_\_\_\_

Position: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Fax No. \_\_\_\_\_ Tel No.: \_\_\_\_\_ Cellphone No.: \_\_\_\_\_

LBP Account Number of Establishment: \_\_\_\_\_

Date: \_\_\_\_\_

Do you have Mayor's/Business Permit ?  Yes  No

Philgeps Registration?  Yes  No

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Printed Name and Signature of Canvasser: \_\_\_\_\_

2024 EA Delineation for the Development of EARF 2LT

22-26 January 2024

**MENU**

	22-Jan-24	23-Jan-24	24-Jan-24	25-Jan-24	26-Jan-24
	16 pax	16 pax	16 pax	16 pax	16 pax
AM SNACK	Sotanghon Ube bread Fresh Buko juice	Spaghetti Puto Cucumber juice	Lomi with egg Butter Toast Bread Fresh Buko juice	Pansit guisado Lumpia gulay Lemon Iced tea	Carbonarra Garlic Bread Cucumber juice
LUNCH	Vegetable soup Kare-Kare Fried Bangus Plain Rice Mixed fresh fruits	Cosido na Malasugi Pork Menudo Gulay na kalabasa Plain Rice Mango Graham Ref Cake	Misua soup with squidballs Pork Humba Mixed vegetables Plain Rice Mango gelatin dessert	Tinolang Manok Fish steak Chop suey Plain Rice Buko salad	Crab n Corn Soup Buttered Chicken Gulay na Laing Plain Rice Ice Cream
PM SNACKS	Cheeseburger Potato fries Pineapple juice in can	Chicken macaroni salad Choco chips Sodazero sugar in can	Clubhouse Sandwich Camote Fries Lemon Iced tea in bottle	Siopao Chicharap Orange juice in can	Pizza, 2 slice 4 seasons juice in can

Served with free flowing coffee and purified drinking water all throughout the training.

2024 EA Delineation for the Development of EARF 3LT

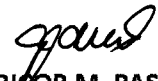
31 Jan to 02 Feb 2024

**MENU**


	31-Jan-24	01-Feb-24	02-Feb-24
	16 pax	16 pax	16 pax
AM SNACK	Bijon guisado Garlic Bread Fresh Buko juice	Lomi with Egg Pandesal Iced Tea with lemon	Palabok Puto Pineapple juice in can
LUNCH	Cosido na Malasugui Chicken Pork Adobo Gulay na Ubod Plain Rice Leche Flan	Bulalo Soup Ilechon Kawali Ginisang Taugi Plain Rice Banana Lakatan	Monggo Soup Prito Tilapia Bicol Express with gulay Plain Rice Ponkan
PM SNACKS	Cheeseburger Potato Chips Soda in can	Ham n Cheese sandwich Camote Fries Mango juice in can	Chicken Sandwich French Fries Apple juice (C2)

Served with free flowing coffee and purified drinking water all throughout the training.

Prepared by:

  
**MARIOR M. PASIBE**  
 BAC TWG Member

Approved by:

  
**LEA R. TOLEDO**  
 BAC TWG Asst. Head