



Republic of the Philippines  
**Philippine Statistics Authority**  
Region V – Bicol

## REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake **Small Value Procurement** as Alternative Mode of Procurement for official use of PSA RSSO V with the following details:

<b>Name of Project</b>	Catering Services covering 2 snacks and 1 lunch for the following trainings/briefings on Agricultural Surveys for 3rd Quarter 2023
<b>Solicitation</b>	2023-07-061-CT
<b>Location</b>	PSA RSSO V
<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 42,660.00
<b>Contract Duration</b>	

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **10:00 AM, August 8, 2023** at the **PSA Catanduanes PSO, BL Jastrid bldg., Cavinitan, Virac, Catanduanes**.

**CECILLE A. BRIONES**  
RBAC Chairperson

### 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. Failure to use this form will result to disqualification of your bid.
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 the following requirements within three days after the opening of bids or during post qualification:
  1. Mayor's/Business Permit Permit
  2. PhilGEPS Registration Number
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.

**BID FORM**

Item/s and Specification/s (Minimum)	Unit	Qty	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications/Requirements	
					YES	NO
<b>Catering Services covering 2 snacks and 1 lunch for the following trainings/briefings on Agricultural Surveys for 3rd Quarter 2023</b>						
1. Augst 2023 Farm Price Survey (FPS) Briefing 22 August 2023	pax	6	P_____	P_____	( )	( )
2. MPCSR/RCSS for September 2023 Briefing 31 August 2023	pax	9	P_____	P_____	( )	( )
3. 3rd Quarter 2023 Fisheries Survey Briefing (QIFS & QAqS) 8 September 2023	pax	8	P_____	P_____	( )	( )
4. September 2023 Farm Price Survey (FPS) Briefing 19 September 2023	pax	7	P_____	P_____	( )	( )
5. 3rd Quarter 2023 CrPS Training 20 September 2023	pax	13	P_____	P_____	( )	( )
6. Commercial Livestock and Poultry Survey 3rd Quarter 2023 20 September 2023	pax	3	P_____	P_____	( )	( )
7. Backyard Livestock and Poultry Survey 3rd Quarter 2023 29 September 2023	pax	7	P_____	P_____	( )	( )
8. 3rd Quarter Palay and Corn Production Surveys (PCPS) Training 28-29 September 2023 @ 13 pax per day xxxxx	pax	26	P_____	P_____	( )	( )
			<b>Total</b>	_____		
For official use of PSA Catanduanes				_____		
				_____		
				_____		
				_____		

**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: \_\_\_\_\_

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

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

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

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

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Philgeps Registration? \_\_\_ Yes \_\_\_ No

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