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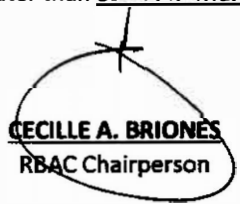
REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
REGION V – BICOL

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:

Name of Project	Catering Services for the Complimentary Training on SDG Seminar 5 for the Regional Statistics Committee (RSC) V Members
Solicitation	2024-03-034-SOCD
Location	PSA RSSO V
Brief Description	(See Bid Form, Page 2)
Quantity	35 pax
Approved Budget for the Contract (ABC)	Php 56,700.00
Contract Duration	March 19-21, 2024

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **8:00AM, March 12, 2024** at the **2/F PSA Building, Regional Government Center, Rawis, Legazpi City.**


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
 3. Omnibus Sworn Statement
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.
9. Submission of electronic bid should be password protected otherwise, it will be rejected.

BID FORM

Item/s and Specification/s (Minimum)	Unit	Qty	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
Catering Services for the Complimentary Training on SDG Seminar 5 for the Regional Statistics Committee (RSC) V Members						
March 19-21, 2024 (3days)						
AM Snack	pax	35	P _____	P _____	()	()
Lunch	pax	35	P _____	P _____	()	()
PM Snack	pax	35	P _____	P _____	()	()
xxxx						
please see attached specifications			Total	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: _____

Tel/Fax No.: _____ Cellphone No.: _____

LBP Account Number of Establishment: _____

Date: _____

Do you have Mayor's/Business Permit? ___Yes ___No

Philgeps Registration? ___Yes ___No

Printed Name and Signature of Canvasser: _____

**Complimentary Training on SDG Seminar 5
for the Regional Statistics Committee (RSC) V Members
DAILY MENU**

March 19, 2024	AM SNACKS	Number of Pax:	35
	○ Macaroni salad		
	○ Chicken Fingers		
	○ Four Seasons juice in can		
	LUNCH	Number of Pax:	35
	○ Sinigang na Hipon Soup		
	○ Pork Humba		
	○ Relienong Bangus		
	○ Pinangat		
	○ Leche Flan		
	PM SNACKS	Number of Pax:	35
	○ Clubhouse Sandwich		
	○ Fries with Dip		
	○ Fresh Cucumber and lemon Juice		
March 20, 2024	AM SNACKS	Number of Pax:	35
	○ Vietnamese Spring Roll (2pcs)		
	○ Buko Juice		
	LUNCH	Number of Pax:	35
	○ Tinolang Halaan		
	○ Pork Hamonado		
	○ Garlic Mushroom with Broccoli		
	○ Steamed Rice		
	○ Sliced Fresh fruits in a platter		
	PM SNACKS	Number of Pax:	35
	○ Carbonara		
	○ Egg pie		
	○ Fresh mango shake		
March 21, 2024	AM SNACKS	Number of Pax:	35
	○ Buko pie		
	○ Buko Shake		
	LUNCH	Number of Pax:	35
	○ Tinolang Chicken Soup		
	○ Grilled/Fried Stuffed tilapia		
	○ Chopsuey		
	○ Mango Ref cake		
	PM SNACKS	Number of Pax:	35
	○ Beef Lasagna with garlic bread		
	○ Mango Graham Shake		

Free flowing distilled/mineral water and coffee with creamer/sugar during training.

Note:

1. Prohibition on the use of styrofoam and similar single-use plastic for packaging and catering service.
2. Reusable foodware such as plates, cutlery, containers, stirrers, mugs or cups for hot drinks, and glass for water and beverage shall be utilized.
3. Coffee shall be served in pots instead of providing powdered coffee in sachets.
Condiments shall also be served in reusable bottles, bowls, or dispenser.