



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 Training on Introduction to Statistics and Statistical Inference, Data Management, Data Visualization and Technical Report Writing using 2020 APIS Data
Solicitation	2024-10-123-SOCD
Location	PSA RSSO V
Brief Description	(See Bid Form, Page 2)
Quantity	33 pax
Approved Budget for the Contract (ABC)	Php 53,460.00
Contract Duration	October 22-24, 2024

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **8:00PM, October 21, 2024** at the **2/F PSA Building, Regional Government Center, Rawis, Legazpi City**


CÉCILLE 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 Training on Introduction to Statistics and Statistical Inference, Data Management, Data Visualization and Technical Report Writing using 2020 APIS Data						
October 22-24, 2024 (3days)						
AM Snack	pax	33	P _____	P _____	()	()
Lunch	pax	33	P _____	P _____	()	()
PM Snack	pax	33	P _____	P _____	()	()
xxxxxx						
**Number of pax may be subject to changes upon serving of Purchase Order						
please see attached menu/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: _____

Catering Services for the Training on Introduction to Statistics and Statistical Inference, Data Management, Data Visualization and Technical Report Writing using 2020 APIS Data
October 22-24, 2024

DAILY MENU

October 22, 2024

AM SNACKS

Number of Pax: 33

- Tuna Carbonara
- Lumpia Shanghai
- Pineapple Juice in can

LUNCH

Number of Pax: 33

- Nilagang Baboy
- Chicken Salpicao
- Steamed Rice
- Chopseuy
- Ref mango cake

PM SNACKS

Number of Pax: 33

- Cheese Burger with Tomato and Cucumber slices
- Fries with Dip
- Four Seasons in Can

October 23, 2024

AM SNACKS

Number of Pax: 33

- Pansit Canton Guisado
- lumpia
- Fresh mango shake

LUNCH

Number of Pax: 33

- Kusidong Rayado
- Stir fry Vegetable with Tofu (fresh vegies)
- Pork Teryaki
- Steamed Rice
- Buko Pandan

PM SNACKS

Number of Pax: 33

- Turon
- Biko
- Buko Shake

October 24, 2024

AM SNACKS

Number of Pax: 33

- Fresh Lumpia Ubod (2 small or 1 large)
- Buko Juice

LUNCH

Number of Pax: 33

- Tinolang Halaan
- Pritong Stuffed Tilapia
- Gulay na langka with crab/hipon
- Rice
- Leche Flan

PM SNACKS

Number of Pax: 33

- Macaroni Salad
- Chicken Lollipop
- Pineapple Juice in Can

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.