



## 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 PSO Camarines Norte with the following details:

<b>Name of Project</b>	Catering Services for the 3rd Level Training of Various AgStat Surveys for the 1st Quarter 2025 and AgStat Provincial Data Review
<b>Solicitation</b>	2025-01-001-CN
<b>Location</b>	PSO Camarines Norte
<b>Brief Description</b>	(See Bid Form, Page 2)
<b>Quantity</b>	(See Bid Form, Page 2)
<b>Approved Budget for the Contract (ABC)</b>	Php 63,720.00
<b>Contract Duration</b>	January to April 2025

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **12:00 pm on 10 January 2025** at the **PSA Camarines Norte, 2F LJR Bldg. III, Lukban St. cor Carlos II St., Brgy III, Daet, Camarines Norte.**

  
**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. 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 Permit
  2. PhilGEPS Registration Number
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
<b>Catering Services for the 3rd Level Training of Various AgStat Surveys for the 1st Quarter 2025 and AgStat Provincial Data Review</b>						
Catering Services - AgStat Training for Monthly Palay & Corn Situation Reporting System (MPCSRs) on January 31, 2025	5	pax	P _____	P _____	( )	( )
Catering Services - AgStat Training for Quarterly Inland & Aqua Fisheries Survey (QIFS & QAqS) on March 7, 2025	12	pax	P _____	P _____	( )	( )
Catering Services - AgStat Training for Redesigned Crops Production Survey (rCrPS)						
March 13, 2025	9	pax	P _____	P _____	( )	( )
March 14, 2025	9	pax	P _____	P _____	( )	( )
Catering Services - AgStat Training for Commercial Livestock and Poultry Survey (CLPS) on March 14, 2025	5	pax	P _____	P _____	( )	( )
Catering Services - AgStat Training for Backyard Livestock and Poultry Survey (BLPS) on March 21, 2025	8	pax	P _____	P _____	( )	( )
Catering Services - AgStat Training for Quarterly Commercial & Municipal Fisheries Survey (QCFS & QMFS) on March 24, 2025	12	pax	P _____	P _____	( )	( )
Catering Services - AgStat Training for Rice and Corn Stocks Survey: Commercial (RCSS:C) on March 25, 2025	6	pax	P _____	P _____	( )	( )
Catering Services - AgStat Training for Rice and Corn Stocks Survey: Household (RCSS:H) on March 26, 2025	6	pax	P _____	P _____	( )	( )
Catering Services - AgStat Training for Palay and Corn Production Survey (PCPS) 2025 Round						
March 27 2025	14	pax	P _____	P _____	( )	( )
March 28 2025	14	pax	P _____	P _____	( )	( )

Catering Services - AgStat Provincial Data Review (PDR) on April 10, 11 & 14, 2025 (3 days), 6 participants

April 10 2025  
 April 11 2025  
 April 14 2025

6 pax  
 6 pax  
 6 pax

P \_\_\_\_\_  
 P \_\_\_\_\_  
 P \_\_\_\_\_

P \_\_\_\_\_  
 P \_\_\_\_\_  
 P \_\_\_\_\_

( ) ( )  
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**Food Requirement:**

See attached menu proposal

Free-flowing coffee (instant) and purified drinking water

Meals must be adjustable for participants with special dietary requirements

Food to be served:

AM Snacks (9:00 AM)

Lunch (12:00 NN)

PM Snacks (3:00 PM)

xxxxx

For official use of PSA Camarines Norte

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

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 Convasser: \_\_\_\_\_