



**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:

Name of Project	Catering Services for the 3rd Level Training of Various AgStat Surveys for the 3rd Quarter 2025 and AgStat Provincial Data Review
Solicitation	2025-07-047-CN
Location	PSO Camarines Norte
Brief Description	(See Bid Form, Page 2 )
Quantity	(See Bid Form, Page 2 )
Approved Budget for the Contract (ABC)	Php 62,100.00
Contract Duration	(See Bid Form, Page 2 )

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **12:00 pm on 22 July 2025** at the **PSA Camarines Norte, 2/F LJR Building, Lukban 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.

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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 3rd Level Training of Various AgStat Surveys for the 3rd Quarter 2025 and AgStat Provincial Data Review							
AM Snacks, Lunch and PM Snacks							
Catering Services for AgStat Training for Monthly Palay & Corn Situation Reporting System (MPCSRs) on 31 July 2025							
July 31, 2025	4	pax	P_____	P_____	( )	( )	
Catering Services - AgStat Training for Quarterly Inland Fisheries & Aquaculture Survey (QIFS & QAqS) on							
September 10, 2025	10	pax	P_____	P_____	( )	( )	
September 11, 2025	10	pax	P_____	P_____	( )	( )	
Catering Services - AgStat Training for Crops Production Survey (CrPS)							
September 11, 2025	8	pax	P_____	P_____	( )	( )	
September 12, 2025	8	pax	P_____	P_____	( )	( )	
Catering Services - AgStat Training for Livestock and Poultry Survey: Establishment (LPS:E)							
September 18, 2025	4	pax	P_____	P_____	( )	( )	
Catering Services - AgStat Training for Quarterly Commercial & Municipal Fisheries Survey (QCFS& QMFS)							
September 24, 2025	12	pax	P_____	P_____	( )	( )	
Catering Services - AgStat Training for Rice & Corn Stocks Survey: Commercial (RCSS:C)							
September 25, 2025	6	pax	P_____	P_____	( )	( )	
Catering Services - AgStat Training for Rice & Corn Stocks Survey: Household (RCSS:H)							
September 26, 2025	6	pax	P_____	P_____	( )	( )	
Catering Services - AgStat Training for Livestock and Poultry Survey: Household (LPS:H)							
September 30, 2025	7	pax	P_____	P_____	( )	( )	
Catering Services - AgStat Training for Palay and Corn Production Survey (PCPS)							
September 29, 2025	11	pax	P_____	P_____	( )	( )	
September 30, 2025	11	pax	P_____	P_____	( )	( )	
Catering Services - AgStat Provincial Data Review (PDR)							
October 10, 2025	6	pax	P_____	P_____	( )	( )	
October 13, 2025	6	pax	P_____	P_____	( )	( )	
October 14, 2025	6	pax	P_____	P_____	( )	( )	
Food Requirement							
See attached menu proposal							
Free-flowing coffee (instant) and purified drinking water							
Meals must be adjustable for participants with special dietary requirements							
Foods to be served: AM Snack (9:00AM), Lunch (12:00NN), PM Snacks (3:00PM)							
Note: Food service and packaging shall be in compliance with the OM 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 of Packaging Materials and Prohibition on the use of Styrofoam and Single-Use Plastics							
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: _____							
LBP Account Number of Establishment: _____							
Do you have Mayor's/Business Permit: ____ Yes ____ No Philgeps Registration: ____ Yes ____ No							
Printed Name and Signature of Canvasser: _____							