



REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake Small Value Procurement as Alternative Modes of Procurement in procuring Catering Services for 3rd Level Training 2025 Updating of List of Agricultural Farm Operators and Inland Fishing Households, and 2025 Lising of Marine Fish Landing Centers (ULAFO-LMFLC) 3rd Level Training on July 28, 2025 to August 1, 2025 with the following details:

Name of Project	Catering Services for 3rd Level Training 2025 Updating of List of Agricultural Farm Operators and Inland Fishing Households, and 2025 Lising of Marine Fish Landing Centers (ULAFO-LMFLC) 3rd Level Training on July 28, 2025 to August 1, 2025
Solicitation	2025-06-061-C5
Location	PSA Camarines Sur Provincial Statistical Office
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	July 28, 2025 - August 1, 2025

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **10:00 am on July 8, 2025** at **PSA Camarines Sur Provincial Statistical Office, #774 Panganiban Avenue, Naga City.**


CECILLE A. BRIONES
RBAC Chairman

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
 2. PhilGEPS Registration Number
 3. Omnibus Sworn Statement
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.

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 3rd Level Training 2025 Updating of List of Agricultural Farm Operators and Inland Fishing Households, and 2025 Lising of Marine Fish Landing Centers (ULAFO-LMFLC) 3rd Level Training on July 28, 2025 to August 1, 2025						
July 28, 2025 (AM Snacks, Lunch, PM Snacks)	pax					
AM Snacks		23	P _____	P _____	()	()
Lunch		23	P _____	P _____	()	()
PM Snacks		23	P _____	P _____	()	()
July 29, 2025 (AM Snacks, Lunch, PM Snacks)	pax					
AM Snacks		23	P _____	P _____	()	()
Lunch		23	P _____	P _____	()	()
PM Snacks		23	P _____	P _____	()	()
July 30, 2025 (AM Snacks, Lunch, PM Snacks)	pax					
AM Snacks		23	P _____	P _____	()	()
Lunch		23	P _____	P _____	()	()
PM Snacks		23	P _____	P _____	()	()
July 31, 2025 (AM Snacks, Lunch, PM Snacks)	pax					
AM Snacks		23	P _____	P _____	()	()
Lunch		23	P _____	P _____	()	()
PM Snacks		23	P _____	P _____	()	()
August 1, 2025 (AM Snacks, Lunch, PM Snacks)	pax					
AM Snacks		23	P _____	P _____	()	()
Lunch		23	P _____	P _____	()	()
PM Snacks		23	P _____	P _____	()	()
			Total	P _____		
<i>Specs for AM Snacks, PM Snacks and Lunch</i> <i>Buffet style catering services: Reusable plates, mugs</i> <i>and cutley with free-flowing coffee</i> <i>paper straw)</i>				Total amount in words: _____ _____ _____ _____ _____ _____ _____ _____		
<i>Note: Food service and packaging shall be in</i> <i>compliance with the Office Memorandum</i> <i>No. 2023-178, entitled Guidelines on the</i> <i>Procurement of Meals and Catering Services</i> <i>for PSA Meetings, Events, and Other Activities,</i> <i>mandating the use of Ecologically Sustainable</i> <i>Products or Packaging Materials and Prohibition</i> <i>on the use of Styrofoam and Single-use Plastics.</i>						
For official use of PSA Camarines Sur XXXXXX						

After having carefully read and accepted your Terms and Conditions, I/We quote you on the item at prices noted above.

Position: _____

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: _____