



## 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-CS
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 70,200.00
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 10, 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.

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 3rd Level Training 2025</b>										
<b>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</b>										
July 28, 2025 (AM Snacks, Lunch, PM Snacks)	pax									
AM Snacks		26	P _____	P _____	( )	( )				
Lunch		26	P _____	P _____	( )	( )				
PM Snacks		26	P _____	P _____	( )	( )				
July 29, 2025 (AM Snacks, Lunch, PM Snacks)	pax									
AM Snacks		26	P _____	P _____	( )	( )				
Lunch		26	P _____	P _____	( )	( )				
PM Snacks		26	P _____	P _____	( )	( )				
July 30, 2025 (AM Snacks, Lunch, PM Snacks)	pax									
AM Snacks		26	P _____	P _____	( )	( )				
Lunch		26	P _____	P _____	( )	( )				
PM Snacks		26	P _____	P _____	( )	( )				
July 31, 2025 (AM Snacks, Lunch, PM Snacks)	pax									
AM Snacks		26	P _____	P _____	( )	( )				
Lunch		26	P _____	P _____	( )	( )				
PM Snacks		26	P _____	P _____	( )	( )				
August 1, 2025 (AM Snacks, Lunch, PM Snacks)	pax									
AM Snacks		26	P _____	P _____	( )	( )				
Lunch		26	P _____	P _____	( )	( )				
PM Snacks		26	P _____	P _____	( )	( )				
			Total	P _____						
<i>Specs for AM Snacks, PM Snacks and Lunch Buffet style catering services: Reusable plates, mugs and cutley with free-flowing coffee paper straw)</i>				Total amount in words:						
<i>Note: Food service and packaging shall be in compliance with the Office Memorandum 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 or Packaging Materials and Prohibition on the use of Styrofoam and Single-use Plastics.</i>										
For official use of PSA Camarines Sur XXXXX										

**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

\*\*\*\*\*

Printed Name and Signature of Canvasser: \_\_\_\_\_