



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY

Agusan del Norte

REQUEST FOR QUOTATION



The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake the procurement of Meals and Snacks for the Second Level Training on 2024 Enumeration Area Delineation for the Development of 2024 Enumeration Area Reference File for the Mid-Decade Census of Population and CBMS and Third Level Training of the 2023 National ICT Household Survey (NICTHS).

Name of Project	1. Second and Third Level Training on 2024 Enumeration Area Delineation for the Development of 2024 Enumeration Area Reference File for the Mid-Decade Census of Population and CBMS; and 2. Third Level Training of the 2023 National ICT Household Survey (NICTHS)
Solicitation No.	ADN RFQ 2024-01-007
Reference No.	ADN PR No. 2024-01-008 and ADN PR No. 2024-01-010
Location	PSA - Agusan del Norte
Brief Description	Refer to Specification/Table below
Quantity	Refer to table below
Mode of Procurement	NP-Small Value Procurement
Approved Budget for the Contract (ABC)	Lot 1: Php32, 400.00 Lot 2: Php19, 440.00 Lot 3: Php23,760.00
Date of Delivery	Lot 1: 22-26 January 2024 Lot 2: 31 January to 02 February 2024 Lot 3: 30 January to 02 February 2024

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than **10:00 AM, 17 January 2024** at the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

BERNADETH I. BONACHITA
RBAC Chairperson

Terms and Conditions:

- Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
- All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
- Late submission of quotation shall not be accepted.
- Bids exceeding the ABC shall be disqualified.
- Terms of Payment shall be made through check payable to the supplier.
- Please submit/update your registration with the PSA (please disregard if you have already submitted/updated your registration with us). If none yet, submit, together with your quotation the photocopy of your Municipal and business permit, BIR Certificate of Registration, Phil. Government Electronic Procurement System (PhilGEPS) Registration, and Omnibus Sworn Statement (for 50k and above) and/or current Income Tax Return (for 500k and above).
- 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.
- The Lowest bidder shall be informed immediately and shall be asked to submit additional requirements within three days after the opening of bids or during post qualification.
- 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
LEASE of VENUE with the following INCLUSIONS:						
Catering Services:						
Meals - 2 Main Dish, Soup, Side Dish, Dessert, Softdrinks/Juice, Rice; Snacks						
Venue: PSA Agusan del Norte Office, Butuan City						

Lot 1: Second Level Training on 2024 Enumeration Area Delineation for the Development of 2024 Enumeration Area Reference File for the Mid-Decade Census of Population and CBMS on 22-26 January 2024

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)
Day 1 - 22 January 2024					
AM Snacks (bihon guisado w/ toasted bread, canned juice)	pax	12	₱ _____	₱ _____	
Lunch (pork adobo, buttered chicken, four seasons, beef buto soup, fruit salad, rice, softdrinks)	pax	12	₱ _____	₱ _____	
PM Snacks (carrot cake, canned juice)	pax	12	₱ _____	₱ _____	
Day 2 - 23 January 2024					
AM Snacks (Meat roll, canned juice)	pax	12	₱ _____	₱ _____	
Lunch (pork menudo, grilled fish, chopsuey, sotanghon soup, mango float, rice, softdrinks)	pax	12	₱ _____	₱ _____	
PM Snacks (cassava roll, canned juice)	pax	12	₱ _____	₱ _____	
Day 3 - 24 January 2024					
AM Snacks (hamburger, canned juice)	pax	12	₱ _____	₱ _____	
Lunch (beef steak w/ pineapple, fish fillet in escabeche, ngohiong, meatless soup, buko macapuno salad, softfrinks, rice)	pax	12	₱ _____	₱ _____	
PM Snacks (assorted kakanin, canned juice)	pax	12	₱ _____	₱ _____	

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
Day 4 - 25 January 2024						
AM Snacks (clubhouse with chips, canned juice)	pax	12	P _____	P _____		
Lunch (chicken adobo, pancit canton, pork sinigang, macaroni salad, softfrinks, rice)	pax	12	P _____	P _____		
PM Snacks (buko pie, canned juice)	pax	12	P _____	P _____		
Day 5 - 26 January 2024						
AM Snacks (empanada, canned juice)	pax	12	P _____	P _____		
Lunch (tinolang manok, lumpia shanghai, pinakbit, sago gulaman, softfrinks, rice)	pax	12	P _____	P _____		
PM Snacks (siopao, canned juice)	pax	12	P _____	P _____		
Lot 2: Second Level Training on 2024 Enumeration Area Delineation for the Development of 2024 Enumeration Area Reference File for the Mid-Decade Census of Population and CBMS on 31 January to 02 February 2024						
Day 1 - 31 January 2024						
AM Snacks (baked spaghetti with toasted bread, canned juice)	pax	12	P _____	P _____		
Lunch (pork adobo, buttered chicken, four seasons, beef buto soup, fruit salad, rice, softdrinks)	pax	12	P _____	P _____		
PM Snacks (cheese cake, canned juice)	pax	12	P _____	P _____		
Day 2 - 01 February 2024						
AM Snacks (Meat roll, canned juice)	pax	12	P _____	P _____		
Lunch (pork menudo, grilled fish, chopsuey, sotanghon soup, mango float, rice, softdrinks)	pax	12	P _____	P _____		
PM Snacks (cassava roll, canned juice)	pax	12	P _____	P _____		
Day 3 - 02 February 2024						
AM Snacks (carrot cake, canned juice)	pax	12	P _____	P _____		
Lunch (beef steak w/ pineapple, fish fillet in escabeche, lumpia shanghai, meatless soup, buko macapuno salad, softfrinks, rice)	pax	12	P _____	P _____		
PM Snacks (empanada, canned juice)	pax	12	P _____	P _____		
Lot 3: Third Level Training of the 2023 National ICT Household Survey (NICTHS) on 30 January to 02 February 2024						
Day 1 - 30 January 2024						
AM Snacks (Spaghetti with bread and canned juice)	pax	11	P _____	P _____		
Lunch (pork adobo, buttered chicken, four seasons, beef buto soup, fruit salad, rice, softdrinks)	pax	11	P _____	P _____		
PM Snacks (chocolate cake, canned juice)	pax	11	P _____	P _____		
Day 2 - 31 January 2024						
AM Snacks (hamburger, canned juice)	pax	11	P _____	P _____		
Lunch (beef steak w/ pineapple, fish fillet in escabeche, ngohiong, meatless soup, buko macapuno salad, softfrinks, rice)	pax	11	P _____	P _____		
PM Snacks (Lasagna and canned juice)	pax	11	P _____	P _____		
Day 3 - 01 February 2024						
AM Snacks (Pancit palabok and canned juice)	pax	11	P _____	P _____		
Lunch (Chicken adobo, beef kare-kare, sotanghon soup, macaroni salad, rice and soft drinks)	pax	11	P _____	P _____		
PM Snacks (Carrot Cake and canned juice)	pax	11	P _____	P _____		
Day 4 - 02 February 2024						
AM Snacks (Puto maya with mango and Hot choco)	pax	11	P _____	P _____		
Lunch (pork menudo, grilled fish, chopsuey, sotanghon soup, mango float, rice, softdrinks)	pax	11	P _____	P _____		
PM Snacks (Cassava roll and canned juice)	pax	11	P _____	P _____		
TOTAL AMOUNT IN FIGURES:				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 of authorized representative/Signature: _____

Position: _____

Name of Company: _____

Address: _____

EmailAddress: _____

Fax No. _____ Tel No. _____

Cellphone No. _____

Date: _____