



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 Procurement of Catering Services for AgStat Training for the 1st Quarter 2025 with the following details:

Name of Project	Procurement of Catering Services for AgStat Training for the 1st Quarter 2025
Solicitation	2025-02-007-AL
Location	PSA Albay Provincial Statistical Office
Brief Description	(See Bid Form, Page 2)
Quantity	(See Bid Form, Page 2)
Approved Budget for the Contract (ABC)	Php 61,560.00
Contract Duration	February and March 2025 (see specific date on details)

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **10:00 am on February 17, 2025** at **PSA Albay, Ground Flr. PSA Bldg., Regional Government Center, Rawis, Legazpi 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
Procurement of Catering Services for AgStat Training for the 1st Quarter 2025 (Good for AM Snacks, PM Snacks and Lunch)						
Monthly Palay & Corn Reporting System on 20 February 2025	pax	6	P_____	P_____	()	()
Quarterly Fisheries Survey on 03 - 05 March 2025	pax	8	P_____	P_____	()	()
February Round 2025 Crops Production Survey on 13 - 14 March 2025	pax	15	P_____	P_____	()	()
Livestock & Poultry Survey (Establishment) on 13 - 14 March 2025	pax	5	P_____	P_____	()	()
Palay & Corn Production Survey April 2025 Round/ Rice and Corn Survey - Household on 24 - 25 March 2025	pax	12	P_____	P_____	()	()
Rice & Corn Stocks Survey - Commercial on 27 March 2025	pax	6	P_____	P_____	()	()
Livestock and Poultry Survey - Household on 27 - 28 March 2025	pax	7	P_____	P_____	()	()
Note: Packaging: Recyclable (e.g. carton or paper-made materials, wooden spoon and cups, paper cups paper straw) 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. Please see attached specifications For official use of PSA Albay xxxxx				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

Printed Name and Signature of Canvasser: _____

MENU FOR THE AGSTATS 1st QTR. 2025 TRAININGS

	MPQRS 20-Feb-25 6 pax	QFS 3 March 2025 8 pax	QPS 13-Mar-25 15 pax	LPS E 13-Mar-25 5 pax	PCPS/CRSS Household 24 March 2025 12 pax	RCSS Commercial 27-Mar-25 6 pax	LPS Household 27-Mar-25 7 pax
AM SNACK	Panist guisado Lumpia shanghai Fresh Buko Juice	Carbonara Garlic toast bread Lemon iced tea	Bacon n Cheese Pancake Sandwich Cucumber Juice		Bijon Empanada Hot choco tablea	Spagheti Ube bread Fresh Buko Juice	Palabok Butter toast Pineapple Juice in can
LUNCH	Bulalo Soup Sweet n Sour Fish Broccoli with beef Plain Rice	Crab n corn soup Lechon Paksiw Mixed veggies with sprouted Plain Rice	Dumpling Soup Kare-kare with gulay Fried chicken Plain Rice Ice Cream		First Singang Chicken pork Adobo Gulay na Langka w/seafood Plain Rice	Paksiw na Bangus Caldereta Mixed veggies Plain Rice	Pocherong Tagalog Gulay na Halo Halo sa gata Mundo Plain Rice
PM SNACKS	Banana Lakatan Macaroni Salad Cookies n choco chips Lemon iced tee in bottle	Leche Flan Chicken sandwich Potato chips Soda zero sugar	Cheesburger Potato fries w/ mayo Pineapple Juice in can		Fresh Mango Champorado Fried Dried dills Iced lemon tea in bottle	Tuna sandwich Carnote fries w/ mayo Orange Juice in can	Leche Flan Cheesdog French Fries with mayo Soda (Coke zero)
		4-Mar-25 8 pax	14-Mar-25 15 pax	14-Mar-25 5 pax	25-Mar-25 12 pax		28-Mar-25 7 pax
		Palabok Banana Bread Cucumber Juice Dumpling Soup Aritada Gulay na sitaw Plain Rice Buko Salad Clubhouse sandwich Potato fries Mango Juice in bottle	Lomi with egg Emong pandesal 2pc Plain buko Juice Singang na Baboy Grilled Tilapia Bicol Express with gulay Plain Rice Mango Graham	Bacon n Cheese Pancake Sandwich Hot choco Tablea Singang na Bangus Lechon Paksiw Bicol Express with gulay Plain Rice Watermelon	Sotanghon Cheesbread Pineapple Juice in can		Panist guisado Lumpia shanghai Fresh Buko Juice First Cosido Egado Gulay na Laing Plain Rice Banana Lakatan
		5-Mar-25 8 pax					
		Baked macaroni Puto with cheese Orange Juice Egg drop soup Cordon Bleu Beef with Broccoli Plain Rice Banana Lakatan Cheesburger Carnote fries Apple Juice in bottle					

NOTE: Served with free flowing coffee/creamer distilled drinking water.

Prepared by:

MARICOR M. PASIBE
TWG BAC Member

Approved by:

CECIL G. BRONDIAL
TWG BAC Head