



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**  
 Agusan del Norte

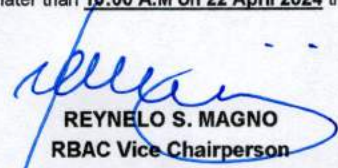


**REQUEST FOR QUOTATION**

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake the procurement of **Meals & Snacks for the conduct of 2024 Second Quarter Various Agriculture Surveys Trainings/Briefings.**

<b>Name of Project</b>	2024 Second Quarter Various Agriculture Surveys
<b>Solicitation No.</b>	ADN RFQ No. 2024-04-021
<b>Reference No.</b>	ADN PR No. 2024-03-024
<b>Location</b>	PSA - ADN
<b>Brief Description</b>	Refer to Specification/Table below
<b>Quantity</b>	Refer to table below
<b>Mode of Procurement</b>	NP-Small Value Procurement
<b>Approved Budget for the Contract (ABC)</b>	Lot 1: Php7,560.00 Lot 2: Php6,480.00 Lot 3: Php3,240.00 Lot 4: Php3,240.00 Lot 5: Php6,480.00 Lot 6: Php3,240.00 Lot 7: Php32,400.00
<b>Date of Delivery</b>	Lot 1: June 10-11, 2024; Lot 2: June 11-12, 2024; Lot 3: June 13, 2024; Lot 4: June 28, 2024; Lot 5: June 27-28, 2024; Lot 6: June 26, 2024 & Lot 7: April 29-May 4, 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 A.M on 22 April 2024** the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

  
**REYNELO S. MAGNO**  
 RBAC Vice 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
<b>(Catering Services):</b> <b>Meals - 2 Main Dish, Soup, Side Dish, Dessert, Softdrinks/Juice, Rice AM &amp; PM Snacks (to be pre-selected by PSA)</b>  <b>Venue: PSA Agusan del Norte Office, Butuan City</b>  * 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 Philippine Statistics Authority 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 as stated below: - Prohibition on the use of styrofoam and similar single-use plastics for packaging and catering services; - Reusable foodware such as plates, cutlery, containers, stirrers, mugs or cups for hot drinks and glass for water or beverage shall be utilized - Coffee shall be served in pots instead of providing powdered coffee in sachets. Condiments shall also served in reusable bottles, bowls, or dispensers.						

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
<b>Lot 1: 2nd Quarter Fisheries Survey Training/Briefing</b>						
Date: June 10-11, 2024						
Day 1						
AM Snacks (spaghetti w/ bread, canned juice)	pax	7	P _____	P _____		
Lunch (beef caldereta, humba, pork nilaga, watermelon, rice, bottled softdrinks)	pax	7	P _____	P _____		
PM Snacks (banna cake, canned juice)	pax	7	P _____	P _____		
Day 2						
AM Snacks (ham & egg sandwich, canned juice)	pax	7	P _____	P _____		
Lunch (breaded pork, shrimp sinigang, four seasons, banana, rice, bottled softdrinks)	pax	7	P _____	P _____		
PM Snacks (tuna sandwich, canned juice)	pax	7	P _____	P _____		
<b>Lot 2: 2nd Quarter CrPS Training/Briefing</b>						
Date: June 11-12, 2024						
Day 1						
AM Snacks (spaghetti w/ bread, canned juice)	pax	6	P _____	P _____		
Lunch (beef caldereta, humba, pork nilaga, watermelon, rice, bottled softdrinks)	pax	6	P _____	P _____		
PM Snacks (banna cake, canned juice)	pax	6	P _____	P _____		
Day 2						
AM Snacks (binignit, canned juice)	pax	6	P _____	P _____		
Lunch (beef steak, chicken adobo, sotanghon soup, pinya, rice, bottled softdrinks)	pax	6	P _____	P _____		
PM Snacks (puto, suman, hot choco)	pax	6	P _____	P _____		
<b>Lot 3: 2nd Quarter CLPS Training/Briefing</b>						
Date: June 13, 2024						
AM Snacks (binignit, canned juice)	pax	6	P _____	P _____		
Lunch (beef steak, chicken adobo, sotanghon soup, pinya, rice, bottled softdrinks)	pax	6	P _____	P _____		
PM Snacks (puto, suman, hot choco)	pax	6	P _____	P _____		
<b>Lot 4: 2nd Quarter BLPS Training/Briefing</b>						
Date: June 28, 2024						
AM Snacks (ham & egg sandwich, canned juice)	pax	6	P _____	P _____		
Lunch (breaded pork, shrimp sinigang, four seasons, banana, rice, bottled softdrinks)	pax	6	P _____	P _____		
PM Snacks (tuna sandwich, canned juice)	pax	6	P _____	P _____		
<b>Lot 5: 1st Quarter PCPS Training/Briefing</b>						
Date: June 27-28, 2024						
Day 1						
AM Snacks (binignit, canned juice)	pax	6	P _____	P _____		
Lunch (beef steak, chicken adobo, sotanghon soup, pinya, rice, bottled softdrinks)	pax	6	P _____	P _____		
PM Snacks (puto, suman, hot choco)	pax	6	P _____	P _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
<b>Day 2</b>						
<b>AM Snacks</b> (spaghetti w/ bread, canned juice)	pax	6	P _____	P _____		
<b>Lunch</b> (beef caldereta, humba, pork nilaga, watermelon, rice, bottled softdrinks)	pax	6	P _____	P _____		
<b>PM Snacks</b> (banna cake, canned juice)	pax	6	P _____	P _____		
<b>Lot 6: Quarterly RCSS:C &amp; RCSS:H Training/Briefing Date: June 26, 2024</b>						
<b>AM Snacks</b> (cheese burger, canned juice)	pax	6	P _____	P _____		
<b>Lunch</b> (beef steak, chicken adobo, sotanghon soup, fruits, rice, bottled softdrinks)	pax	6	P _____	P _____		
<b>PM Snacks</b> (puto, suman, hot choco)	pax	6	P _____	P _____		
<b>Lot 7: Procurement of Meals and Snacks for 2024 Census of Population (POPCEN) and Community-Based Monitoring System (CBMS) Barangay Profile Questionnaire (BPQ) Data Collection, Service Facilities and Government Projects (SFGP) Listing, and Map Generation Provincial Level Training on 29 April to 04 May 2024</b>						
<b>Day 1: 29 April 2024</b>						
<b>AM Snacks</b> (spaghetti with bread, mango juice)		8	P _____	P _____		
<b>Lunch</b> (pork adobo, buttered chicken, four seasons, beef buto soup, fruit salad, rice, pineapple juice)		8	P _____	P _____		
<b>PM Snacks</b> (special mamon, buko juice)		8	P _____	P _____		
<b>Day 2: 30 April 2024</b>						
<b>AM Snacks</b> (Meat roll, mango juice)		8	P _____	P _____		
<b>Lunch</b> (pork menudo, grilled fish, chopsuey, sotanghon soup, mango float, rice, pineapple juice)		8	P _____	P _____		
<b>PM Snacks</b> (cassava roll, orange juice)		8	P _____	P _____		
<b>Day 3: 01 May 2024</b>						
<b>AM Snacks</b> (hamburger, mango juice)		8	P _____	P _____		
<b>Lunch</b> (beef steak, escabeche, meat soup, buko macapuno salad, rice, pineapple juice)		8	P _____	P _____		
<b>PM Snacks</b> (assorted kakanin, hot choco)		8	P _____	P _____		
<b>Day 4: 02 May 2024</b>						
<b>AM Snacks</b> (clubhouse with chips, buko juice)		12	P _____	P _____		
<b>Lunch</b> (chicken adobo, pancit canton, pork sinigang, macaroni salad, rice, pineapple juice)		12	P _____	P _____		
<b>PM Snacks</b> (buko pie, mango juice)		12	P _____	P _____		
<b>Day 5: 03 May 2024</b>						
<b>AM Snacks</b> (empanada, orange juice)		12	P _____	P _____		
<b>Lunch</b> (tinolang manok, lumpia shanghai, pinakbit, sago gulaman, rice, pineapple juice)		12	P _____	P _____		
<b>PM Snacks</b> (siopao, lemon juice)		12	P _____	P _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
<b>Day 6: 04 May 2024</b>						
<b>AM Snacks</b> (Puto maya with mango and hot choco)		12	P _____	P _____		
<b>Lunch</b> (Pork menudo, grilled fish, chopsuey, sotanghon soup, mango float, rice, pineapple juice)		12	P _____	P _____		
<b>PM Snacks</b> (chocolate cake, orange juice)		12	P _____	P _____		
<b>TOTAL AMOUNT IN FIGURES:</b>				P _____		
<b>TOTAL AMOUNT IN WORDS:</b>						

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: \_\_\_\_\_