




REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake Small Value Procurement as Alternative Mode of Procurement for official use of PSO Masbate with the following details:

Name of Project	Catering Services for the conduct of Training on Integrated Processing of Maps from Various Activities
Solicitation	2023-07-067-MT
Location	PSO Masbate
Brief Description	(See Bid Form, Page 2)
Quantity	(See Bid Form, Page 2)
Approved Budget for the Contract (ABC)	Php 170,100.00
Contract Duration	August 10-17, 21-25, 2023

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **12:00 pm on 08 August 2023** at the **PSA Masbate, 3rd Flr., Ten-7 Bldg., Mabini St., Masbate City.**


CECILLE A. BRIONES
RBAC Chairperson

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 Permit
 2. PhilGEPS Registration Number
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
Catering Services for the conduct of Training on Integrated Processing of Maps from Various Activities						
3rd Level Training on August 10-17, 2023	30	pax	P _____	P _____	()	()
4th Level Training on August 21-25, 2023	22	pax	P _____	P _____	()	()
Lunch & Snacks (AM & PM Snacks) w/ flowing coffee						
<i>Note:</i> -refrain from using plastic glass, spoons & fork - mineral water must be placed in water dispenser (not bottled)						
xxxxx For official use of PSA Masbate			Total	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: _____

DAILY MENU

Catering Services for the conduct of Training on Integrated Processing
of Maps from various Activities

3rd Level Training on August 10-17, 2023

Date	AM Snacks	Lunch	PM Snacks
Aug 10	Tuna Sandwich w/ Fries, Ice Tea	Beef Nilaga, Prito na Isda, Laing, Gulaman Supreme, Rice	Pancit Canton, Empanada, C2
Aug 11	Buko pie, Buko Juice	Tinola na Isda, Fried Pork Chop, Sauteed Beans, Peanut Brittle, Rice	Cheese Burger, Bottled Juice, C2 Lemon
Aug 12	Suman latik, Juice in Can	Beef Mechado, Fish Steak, Soup, Choco Cupcake, Rice	Amatriciana / T. Bread, Orange Juice
Aug 14	Egg Pie, Lemon Iced Tea	Utan na Langka, Prito na Isda, Pork Sinigang, Leche Flan, Rice	Clubhouse Sandwich, Mango Shake
Aug 15	Bam-i / Hotdog D. Rolls, Juice	Pinangat na Turingan sa Gata, Shrimp Sinigang, Lumpiang Prito, Oreo Coffee Jelly, Rice	Banana Cake, Mais Con Yelo
Aug 16	Bibingka / Banana Cake, Cucumber Juice	Shrimp Tempura, Fish in Lemon, Butter Sauce, Chicken Mac Soup Rice	Carbonara / Garlic B., Juice in Can
Aug 17	Pancake with syrup and butter (2pcs each participants) Hot chocolate	Crispy Chicken with honey garlic sauce ginisang pusit, Chopsuey Steamed rice & Sliced mixed fruits	Spaghetti with meatballs and sliced bread & Lemon Iced tea

4th Level Training on August 21-25, 2023.

Date	AM Snacks	Lunch	PM Snacks
Aug 21	Tuna Sandwich w/ Fries, Ice Tea	Beef Nilaga, Prito na Isda, Laing, Gulaman Supreme, Rice	Pancit Canton, Empanada, C2
Aug 22	Buko pie, Buko Juice	Tinola na Isda, Fried Pork Chop, Sauteed Beans, Peanut Brittle, Rice	Cheese Burger, Bottled Juice, C2 Lemon
Aug 23	Suman latik, Juice in Can	Beef Mechado, Fish Steak, Soup, Choco Cupcake, Rice	Amatriciana / T. Bread, Orange Juice
Aug 24	Chicken Mac Salad T. Bread, Pineapple Juice	Pork Adobo, Fish Sinigang, Ampalaya Con Carne, Macaroons, Rice	Chicken Sandwich, Mango Shake
Aug 25	Egg Pie, Lemon Iced Tea	Utang na Langka, Prito na Isda, Pork Sinigang, Leche Flan, Rice	Clubhouse Sandwich, Mango Shake


Note:

- With free-flowing water/coffee/creamer/sugar
- Supplier must adhere to the government's advocacy on "Green Procurement"
- Assign at least three (3) waiters/waitresses in clean working garments for meals served in buffet.
- Changes in prescribed menu may be allowed subject to the approval of the end-user unit.

Prepared by:


MELVIN A. SABANG
 Admin Officer I

Approved by:


Digitally signed by
Marivel O. Alarcon
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MARIVEL O. ALARCON
 (Supervising Statistical Specialist)
 Officer-in-Charge