



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**  
 CARAGA

**REQUEST FOR QUOTATION**

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake alternative mode of procurement, **NP-Small Value Procurement on Meals and Snacks and Accommodation for the 1st Quarter 2022 RDR.**

<b>Name of Project</b>	General Administrative Support Service
<b>Solicitation</b>	<b>RSSO PR No. 2022-03-086</b>
<b>Location</b>	PSA - RSSO XIII
<b>Brief Description</b>	Refer to Bid Form below
<b>Quantity</b>	Refer to Bid Form
<b>Approved Budget for the Contract (ABC)</b>	<b>Php141,650.00</b>
<b>Date of Delivery</b>	<b>April 17-22, 2022</b>

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than 8:00 A.M on March 21, 2022 at the Regional Statistical Services Office XIII, 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 DTI /SEC registration, Municipal and business permit, Tax Clearance, BIR Certificate of Registration and current ITR and Phil. Government Electronic Procurement System (PhilGEPS) Registration.
- 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>Activity: 1st Quarter 2022 Regional Data Review</b>						
<b>In Lot: Meals and Snacks and Accommodation</b>						
<b>Arrival: April 17, 2022</b>						
Dinner (pork bola bola, fish tinola, fresh vegetable lumpia, leche flan, unlimited rice, 1 round of softdrink)	pax	6	P _____	P _____		
Accommodation	pax	6	P _____	P _____		
<b>April 18, 2022 (Day 1)</b>						
Breakfast (bacon, scrambled egg with tomato salad, assorted fruits, unlimited rice, coffee with cream/milo)	pax	15	P _____	P _____		
AM Snacks (cassava roll, melon juice)	pax	15	P _____	P _____		
Lunch (breaded porkchop with separate soup, squid gambas, buttered vegetable, asparagus soup, buko pandan, unlimited rice, 1 round of softdrink)	pax	15	P _____	P _____		
PM Snacks (turon, buko juice)	pax	15	P _____	P _____		
Dinner (pork sinigang, grilled bangus, mushroom adobo, mango float, unlimited rice, 1 round of softdrink)	pax	15	P _____	P _____		
Accommodation	pax	8	P _____	P _____		
<b>April 19, 2022 (Day 2)</b>						
Breakfast (corned beef, fried egg, fresh fruits, unlimited rice, coffee with cream)	pax	15	P _____	P _____		
AM Snacks (carrot cake, calamansi juice)	pax	15	P _____	P _____		
Lunch (pork adobo with taugi, breaded fish fillet, corn soup, leche flan, unlimited rice, 1 round of softdrink)	pax	15	P _____	P _____		
PM Snacks (new york sandwich with coleslaw, iced tea)	pax	15	P _____	P _____		
Dinner (beef campito, buttered chicken, crabmeat vegetable, cream and mushroom soup, chicken macaroni salad, unlimited rice, 1 round of softdrink)	pax	15	P _____	P _____		
Accommodation	pax	8	P _____	P _____		
<b>April 20, 2022 (Day 3)</b>						
Breakfast (tocino, tortillas egg, assorted fruits, unlimited rice, coffee with cream)	pax	15	P _____	P _____		
AM Snacks (submarine sandwich, fruit juice)	pax	15	P _____	P _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
Lunch (lechon paksiw, hot and crispy chicken, pinakbet, corned beef soup, buko cream, unlimited rice, 1 round of softdrink)	pax	15	P _____	P _____		
PM Snacks (mamon, pineapple with calamansi juice)	pax	15	P _____	P _____		
Dinner (beef steak with pineapple, fish fillet in escabeche sauce, four seasons, shrimp sinigang soup, jelly roll, unlimited rice, 1 round of softdrink)	pax	15	P _____	P _____		
Accommodation	pax	8	P _____	P _____		
<b>April 21, 2022 (Day 4)</b>						
Breakfast (hotdog, corned beef, banana, unlimited rice, coffee with cream/milo)	pax	15	P _____	P _____		
AM Snacks (hamburger, orange juice)	pax	15	P _____	P _____		
Lunch (grilled chicken with mushroom in butter sauce, pork humba, grilled talong in coco milk, assorted fruits, beef buto soup, unlimited rice, 1 round of softdrink)	pax	15	P _____	P _____		
PM Snacks (carrot cake, iced tea)	pax	15	P _____	P _____		
Dinner (2 main dish, 1 side dish, 1 soup, 1 dessert, unlimited rice, 1 round of softdrink)	pax	15	P _____	P _____		
Accommodation	pax	8	P _____	P _____		
<b>April 22, 2022 (Day 5)</b>						
Breakfast (fried fish, ampalaya with egg, assorted fruits, unlimited rice, coffee with cream/milo)	pax	15	P _____	P _____		
AM Snacks (egg and cheese burger, pineapple juice)	pax	15	P _____	P _____		
Lunch (pork barbecue, bangus in coco milk, native chicken soup, fried veg. lumpia, brownies, unlimited rice, 1 round of softdrink)	pax	15	P _____	P _____		
PM Snacks (bibingka, hot chocolate)	pax	15	P _____	P _____		
Dinner (pork menudo, shrimp rebusado, chopsuey, sotanghon soup, assorted fruits, unlimited rice, 1 round of softdrink)	pax	15	P _____	P _____		
<i>Other Inclusion:</i>						
1. Venue must be within Agusan del Norte						
2. Free use of airconditioned venue/conference hall good for at least 16 participants						
3. Provision of free flowing coffee and water						
4. Provision of excellent functioning system and microphones						
5. Provision of DLP projector and projector screen						
6. With strong wifi connection						
7. Free use of establishment amenities						
<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: \_\_\_\_\_