



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
 RSSO XIII (CARAGA)

REQUEST FOR QUOTATION

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake alternative mode of procurement, **Small Value Procurement on Meals, Snacks & Accommodation on Training for the Compilation, Estimation, and Analysis for Caraga Environmental Account.**

Name of Project	General Administrative Support Service
Solicitation	RSSO PR No. 2022-03-094
Location	PSA - RSSO XIII
Brief Description	Refer to Bid Form below
Quantity	Refer to Bid Form
Approved Budget for the Contract (ABC)	Php123,800.00
Date of Delivery	April 4 - 7, 2022

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 28, 2022** the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

Melchor B. Bautista
MELCHOR B. BAUTISTA
 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 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
Training on Compilation, Estimation, and Analysis for Caraga Environmental Account April 4-7, 2022						
In Lot: Meals Snacks & Accommodation April 04, 2022 (Day 1, AM: Arrival; PM Meeting)						
AM Snacks (choco moist cake, 4 season)	pax	12	₱ _____	₱ _____		
Lunch (mix seafoods with sweet chili flakes, spicy pork salpicao, chopsuey, fish tinola, fruit salad, unlimited rice, 1 round of softdrink)	pax	12	₱ _____	₱ _____		
PM Snacks (ham and cheese mac, lemonade)	pax	12	₱ _____	₱ _____		
Dinner (grilled tuna belly, creamy chicken with mushroom, vietnamese spring roll, spinach seafood soup, fresh fruits, unlimited rice, 1 round of softdrink)	pax	9	₱ _____	₱ _____		
Accommodation with complimentary breakfast	pax	9	₱ _____	₱ _____		
April 05, 2022 (Day 2, Training Proper)						
AM Snacks (motzarilla bread, 4 season)	pax	30	₱ _____	₱ _____		
Lunch (beef tenderloin chinise style, calamaris, pancit guisado, pumpkin seafood soup, mango float, unlimited rice, 1 round of softdrink)	pax	30	₱ _____	₱ _____		
PM Snacks (tuna sandwich with chips, orange juice)	pax	30	₱ _____	₱ _____		
Dinner (stuffed chicken cajun, pork afretada, ngohiong, wanton soup, mango sambo, unlimited rice, 1 round of softdrink)	pax	9	₱ _____	₱ _____		
Accommodation with complimentary breakfast	pax	9	₱ _____	₱ _____		
April 06, 2022 (Day 3, AM: Training Proper, PM: Site Visit)						
AM Snacks (spaghetti with bread, 4 season)	pax	25	₱ _____	₱ _____		
Lunch (fried pork ribs with lemon sauce, buttered chicken, beef steak, macaroni salad, unlimited rice, 1 round of softdrink)	pax	25	₱ _____	₱ _____		
PM Snacks (siopao, pineapple juice)	pax	25	₱ _____	₱ _____		
Dinner (chicken buffalo meatballs, frost pork asado, four season veg., tira misu, unlimited rice, 1 round of softdrink)	pax	9	₱ _____	₱ _____		
Accommodation with complimentary breakfast	pax	9	₱ _____	₱ _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
April 07, 2022 (Day 4, Site Visit)						
AM Snacks (ham and cheese sandwich, 4 season)	pax	25	₱ _____	₱ _____		
Lunch (pork humba, beef mechado, grilled tuna belly, ngohiong, choco truffles, unlimited rice, 1 round of softdrink)	pax	25	₱ _____	₱ _____		
PM Snacks (donnuts, dalandan)	pax	25	₱ _____	₱ _____		
Dinner (pork belly "ala patatim", chicken pillow, mix seafoods with hoisen & ginger, buddha vegetables, fresh fruits, unlimited rice, 1 round of softdrink)	pax	9	₱ _____	₱ _____		
Accommodation with complimentary breakfast	pax	9	₱ _____	₱ _____		
Other Inclusion: 1. Venue must be within Agusan del Norte 2. Free use of airconditioned venue/conference hall good for at 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						
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: _____