



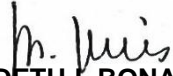
REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
 CARAGA

REQUEST FOR QUOTATION

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake alternative mode of procurement, **Small Value Procurement of Catering Services for the 4th Level Training of 2020 Census of Population and Housing (2020 CPH) in Las Nieves, Agusan del Norte.**

Name of Project	Procurement of Catering Services for the 4th Level Training of 2020 Census of Population and Housing (2020 CPH) in Las Nieves, Agusan del Norte
Solicitation	PSA-ADN PR NO. 2020-05-029
Location	PSA - Agusan del Norte
Brief Description	Refer to Bid Form below (Specifications)
Quantity	Refer to Bid Form
Approved Budget for the Contract (ABC)	Php82,650.00
Date of Delivery	August 10 - 15, 2020

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than **12:00 Noon on JULY 29, 2020** 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) labelled as "Platinum" 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 the following eligibility and technical documents together with the Request for Quotation (RFQ) in sealed envelopes: a) PhilGEPS Registration Number; b) 2020 Business Permit; c) DTI Registration; d) BIR Registration; e) Proof of Payment/Tax Remittances (VAT or Percentage Tax Remittances for the months of September 2019 to February 2020 or Income Tax Return for CY 2019); f) Omnibus Sworn Statement (*Refer to Attachment D*); and g) Compliance with the Technical Specifications (*Refer to Attachment C*).
- 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
IN LOT: Procurement of Catering Services for the 4th Level Training of 2020 Census of Population and Housing (2020 CPH) in Las Nieves, Agusan del Norte SPECIFICATIONS						

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)						
					YES	NO					
FUNCTION ROOM: • to provide one function room per class Every function room: • should have a capacity to accommodate the number of participants per class considering 1 meter radius distance per person (physical/social distancing) • with tables and chairs that can accommodate the number of participants per class • can allow use of computers/laptops/tablets and projectors/Infocus • unlimited purified drinking water with dispenser and coffee • provision of functioning sound system, at least 1 microphone, 1 projector, 1 projector screen, at least 3 extension wires, whiteboard • available for use from 7:00 A.M. to 6:00 P.M. daily											
CATERING SERVICES: (MEALS AND SNACKS) 1) 1 Meal (lunch), AM Snacks and PM Snacks for 5 days for the 4th Level Training of 2020 Census of Population and Housing (for ENs): • Lunch comprised of 2 main dish, 1 side dish/veggie/noodles/soup/salad, rice, juice/tea/soft drink (in can/bottle), dessert/fresh fruits, meal setting: managed buffet/packed meals (whenever applicable subject to the issued guidelines, orders, memoranda, and other issuances from DOT & LGUs); and • AM and PM Snacks comprised of traditional Filipino delicacy or pasta dish (pansit/bihon/bam-i/spaghetti) or cake/pastry/sandwich and hot choco/tea/juice/soft drink (in glass/can/bottle) 2) 1 Meal (lunch), AM Snacks and PM Snacks for 1 day for the 4th Level Training of 2020 Census of Population and Housing (for TS): • Lunch comprised of 2 main dish, 1 side dish/soup/salad, rice, soft drink/juice (in can/bottle), dessert/fresh fruits, meal setting: managed buffet/packed meals (whenever applicable subject to the issued guidelines, orders, memoranda, and other issuances from DOT & LGUs); and • AM and PM Snacks comprised of traditional Filipino delicacy or pasta dish (pansit/bihon/bam-i/spaghetti) or cake/pastry/sandwich and hot choco/tea/juice/soft drink (in glass/can/bottle) 3) Provision of unlimited purified drinking water. 4) Provision of free flowing coffee. 5) The food shall be delivered and served to the specific training location/venue during the scheduled dates following the delivery time: o AM Snacks – not later than 9:30 AM o Lunch – not later than 11:30 AM o PM Snacks – not later than 2:30 PM											
Lot 6: Number of Class: 1 Description Location: Las Nieves, Agusan del Norte Date: Aug 10-15, 2020 Participants: Trainers & ENs for Las Nieves, ADN Lunch and AM/PM Snacks (Day 1 to Day 5) Participants: Trainers & TS for Las Nieves, ADN Lunch and AM/PM Snacks (Day 6)											
pax 30 pax 7											
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: _____