



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 and snacks for the Briefing and data review of various agriculture statistics surveys.**

Name of Project		General Administrative Support Service	
Solicitation		SDN PR No. 2022-05-031	
Location		PSA - RSSO XIII	
Brief Description		Refer to Bid Form below	
Quantity		Refer to Bid Form	
Approved Budget for the Contract (ABC)		Lot 1 Php10,800.00	
		Lot 2 Php5,400.00	
		Lot 3 Php10,800.00	
		Lot 4 Php10,800.00	
		Lot 5 Php10,800.00	
		Lot 6 Php10,800.00	
Date of Delivery		Lot 1 July 13 to 15, 2022	
		Lot 2 July 29, 2022	
		Lot 3 August 16 to 17, 2022	
		Lot 4 Sept. 14 to 15, 2022	
		Lot 5 Sept. 16 to 17, 2022	
		Lot 6 Sept. 29 to 30, 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 **June 13, 2022** at the Regional Statistical Services Office XIII (Caraga), 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
2022 Q2 PDR for Agriculture Statistics Survey						
Lot 1: Meals and snacks						
13-Jul-22						
AM snacks-preselected by PSA representative	Pax	8	P _____	P _____		
Lunch-2 main dishes, 1 dessert, 1 soup, 1 rice, 1 bottled drink	Pax	8	P _____	P _____		
PM snacks-preselected by PSA representative	Pax	8	P _____	P _____		
14-Jul-22						
AM snacks-preselected by PSA representative	Pax	8	P _____	P _____		
Lunch-2 main dishes, 1 dessert, 1 soup, 1 rice, 1 bottled drink	Pax	8	P _____	P _____		
PM snacks-preselected by PSA representative	Pax	8	P _____	P _____		
15-Jul-22						
AM snacks-preselected by PSA representative	Pax	8	P _____	P _____		
Lunch-2 main dishes, 1 dessert, 1 soup, 1 rice, 1 bottled drink	Pax	8	P _____	P _____		
PM snacks-preselected by PSA representative	Pax	8	P _____	P _____		
Subtotal (Lot 1)						
Briefing for 2022 August RCSS and MPCSR						
Lot 2: Meals and snacks						
29-Jul-22						
AM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
Lunch-2 main dishes, 1 dessert, 1 soup, 1 rice, 1 bottled drink	Pax	12	P _____	P _____		
PM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
Subtotal (Lot 2)						

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
Briefing for 2022 August CrPS and FPS						
Lot 3: Meals and snacks						
16-Aug-22						
AM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
Lunch-2 main dishes, 1 dessert, 1 soup, 1 rice, 1 bottled drink	Pax	12	P _____	P _____		
PM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
17-Aug-22						
AM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
Lunch-2 main dishes, 1 dessert, 1 soup, 1 rice, 1 bottled drink	Pax	12	P _____	P _____		
PM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
Subtotal (Lot 3)						
Briefing for 2022 Q3 Fisheries Surveys						
Lot 4: Meals and snacks						
14-Sep-22						
AM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
Lunch-2 main dishes, 1 dessert, 1 soup, 1 rice, 1 bottled drink	Pax	12	P _____	P _____		
PM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
15-Sep-22						
AM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
Lunch-2 main dishes, 1 dessert, 1 soup, 1 rice, 1 bottled drink	Pax	12	P _____	P _____		
PM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
Subtotal (Lot 4)						
Briefing for 2022 Q3 BLPS and CLPS						
Lot 5: Meals and snacks						
16-Sep-22						
AM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
Lunch-2 main dishes, 1 dessert, 1 soup, 1 rice, 1 bottled drink	Pax	12	P _____	P _____		
PM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
17-Sep-22						
AM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
Lunch-2 main dishes, 1 dessert, 1 soup, 1 rice, 1 bottled drink	Pax	12	P _____	P _____		
PM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
Subtotal (Lot 5)						
Briefing for 2022 Q3 PPS and CPS						
Lot 6: Meals and snacks						
29-Sep-22						
AM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
Lunch-2 main dishes, 1 dessert, 1 soup, 1 rice, 1 bottled drink	Pax	12	P _____	P _____		
PM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
30-Sep-22						
AM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
Lunch-2 main dishes, 1 dessert, 1 soup, 1 rice, 1 bottled drink	Pax	12	P _____	P _____		
PM snacks-preselected by PSA representative	Pax	12	P _____	P _____		
Subtotal (Lot 6)						
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: _____