



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**  
 RSSO XIII (Caraga)

**REQUEST FOR QUOTATION FORM**

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake the procurement of **Lease of venue with Catering services and Accommodation for POPCEN-CBMS City/Municipal Level Training of LGU Sison and LGU Tagana-an**

<b>Name of Project</b>	<b>POPCEN-CBMS City/Municipal Level Training</b>
<b>Solicitation</b>	<b>Solicitation No. 2024-06-0020</b>
<b>PR Number</b>	<b>SDN PR No. 2024-06-041</b>
<b>Location</b>	PSA Surigao del Norte
<b>Brief Description</b>	Refer to specification/table below
<b>Quantity</b>	Refer to table below
<b>Mode of Procurement</b>	<b>Small Value Procurement</b>
<b>Approved Budget for the Contract (ABC)</b>	<b>Php119,340.00</b>
<b>Date of Delivery</b>	<b>July 1 to 6, 2024</b>

Please quote your **lowest price** on the item/s listed below and submit personally using this Request for Quotation Form not later than **10:00AM on June 28, 2024** at the PSA 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 **Municipal and business permit, BIR Certificate of Registration, Phil. Government Electronic Procurement System (PhilGEPS) Registration, and Omnibus Sworn Statement (for 50k and above), and/or current Income Tax Return (for 500k and above)**.
- 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>Lot 3: Lease of venue with Catering services and Accommodation for POPCEN-CBMS City/Municipal Level Training of LGU Sison and Tagana-an</b>						
Venue: to be provided by LGU Tagana-an						
<b>July 1, 2024</b>						
AM snacks-Siopao and canned juice 220ml	Pax	41	₱ _____	₱ _____		
Lunch-3 dishes (Pork Sinigang, fried fish, pinakbet), 1 tapioca, 2 rice, 1 bottled drink	Pax	41	₱ _____	₱ _____		
PM Snacks-Banana cue and bottled juice 220ml	Pax	41	₱ _____	₱ _____		
<b>July 2, 2024</b>						
AM Snacks- egg pie, and canned juice 220ml	Pax	41	₱ _____	₱ _____		
Lunch-3 dishes (chicken curry, beef adobo, vegetable dish without meat), 1 leche flan, 2 rice, 1 bottled drink	Pax	41	₱ _____	₱ _____		
PM snacks-biko, and hot choco in cup	Pax	41	₱ _____	₱ _____		
<b>July 3, 2024</b>						
AM Snacks- Egg Sandwich and canned juice 220ml	Pax	41	₱ _____	₱ _____		
Lunch-3 dishes (beef kare-kare, nagka salad, sweet and sour fish), 1 macaroni salad, 2 rice, 1 bottled drink	Pax	41	₱ _____	₱ _____		
PM snacks- spaghetti and canned juice 220ml	Pax	41	₱ _____	₱ _____		
<b>July 4, 2024</b>						
AM snacks- camote cue and canned juice 220ml	Pax	41	₱ _____	₱ _____		
Lunch-3 dishes (Chopsuey, fish tinola, pork liempo), 1 buko pie, 2 rice, 1 bottled drink	Pax	41	₱ _____	₱ _____		
PM snacks- pansit and canned juice 220ml	Pax	41	₱ _____	₱ _____		
<b>July 5, 2024</b>						
AM snacks- carrot cake and canned juice 220ml	Pax	41	₱ _____	₱ _____		
Lunch-3 dishes (shrimp sinigang, pancit guisado, and vegetable salad), 1 tapioca dessert, 2 rice, 1 bottled drink	Pax	41	₱ _____	₱ _____		
PM snacks- buko pie and canned juice 220ml	Pax	41	₱ _____	₱ _____		
<b>July 6, 2024</b>						
AM snacks- Burger and canned juice 220ml	Pax	16	₱ _____	₱ _____		
Lunch-3 dishes (chiken fillet, vegetable salad, pork sisig), 1 dessert, 2 rice, 1 bottled drink	Pax	16	₱ _____	₱ _____		
PM snacks- Chocolate cake and canned juice 220ml	Pax	16	₱ _____	₱ _____		
<b>TOTAL AMOUNT IN FIGURES:</b>				₱ _____		
<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: \_\_\_\_\_ Email Address: \_\_\_\_\_

Fax No.: \_\_\_\_\_ Tel No.: \_\_\_\_\_ Cellphone No.: \_\_\_\_\_

Date: \_\_\_\_\_