



REQUEST FOR QUOTATION

The Philippine Statistics Authority, through its Regional Bids and Awards Committee (RBAC), will undertake the Procurement of Procurement of Catering Services for August & September Labor Force Survey Third Level Training; Various Agri-Surveys Provincial Level Training; Activities in celebration of 12th PSA Anniversary.

Name of Project	August and September 2025 Labor Force Surcey (LFS); Various Agri-Surveys; General Administrative Support Services
Solicitation	SDS RFQ No. 2025-07-027
Reference	SDS PR No. 2025-06-032 SDS PR No. 2025-07-033 SDS PR No. 2025-07-035 SDS PR No. 2025-07-037 SDS PR No. 2025-07-038
Location	PSA - Surigao del Sur
Brief Description	Refer to Specification/Table below
Quantity	Refer to table below
Mode of Procurement	NP-Small Value Procurement
Approved Budget for the Contract (ABC)	P81,480.00
Date of Delivery	Lot 1: August 6-7, 2025 Lot 2: August 28-29, 2025 Lot 3: September 4-5, 2025 Lot 4: September 8-9, 2025 Lot 5: September 15-16, 2025 Lot 6: September 29 - October 1, 2025 Lot 7: September 10, 2025 Lot 8: September 9, 2025

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than 10:00 A.M on **July 23, 2025** at the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

**PRESA P. VILLARINA**  
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 1: Procurement of Catering Services for the Conduct of the Third Level Training on August 2025 Labor Force Survey (LFS)</b>						
Date of Activity: August 6-7 2025						
ABC: P4,320.00						
August 06, 2025 (Day 1)						
AM Snacks (puto maya with mango & hot choco)	pax	4	P _____	P _____		
Lunch (Kinilaw, fish tinola, vegetable salad, fresh banana lakatan fruit, rice and fresh guyabano fruit juice 220 ml)	pax	4	P _____	P _____		
PM Snacks (special empanada, banana chips and juice in can 220 ml)	pax	4	P _____	P _____		
	pax		P _____	P _____		
August 07, 2025 (Day 2)						
AM Snacks (banana cake, roasted nuts, juice in can 220 ml)	pax	4	P _____	P _____		
Lunch ( pork steak, shirmp sinigang, garden salad, fresh papaya fruit, rice, fresh cucumber fruit juice 220 ml)	pax	4	P _____	P _____		
PM Snacks (choco moist cake, potato chips, juice in can 220 ml)	pax	4	P _____	P _____		
<b>Sub-total</b>						
<b>Lot 2: Procurement of Catering Services for the Conduct of the Third Level Training on September 2025 Labor Force Survey (LFS)</b>						
Date of Activity: August 28-29, 2025						
ABC: P4,320.00						
August 28, 2025 (Day 1)						
AM Snacks (Fresh Lumpia with roasted nuts, juice in can 220 ml)	pax	4	P _____	P _____		
Lunch (fried fish, fish tinola, vegetable salad, fresh watermelon fruit, rice and fresh cucumber fruit juice 220 ml)	pax	4	P _____	P _____		
PM Snacks (Sapin sapin, rice puto puti, puto kutsinta and juice in can 220 ml)	pax	4	P _____	P _____		

<b>August 29, 2025 (Day 2)</b>					
AM Snacks (puto maya with mango & hot choco)	pax	4	P _____	P _____	
Lunch ( pork adobo, shirmp sinigang, fish kinilaw garden salad, fresh papaya fruit, rice, fresh vocado fruit juice 220 ml)	pax	4	P _____	P _____	
PM Snacks (choco moist cake, potato chips, juice in can 220 ml)	pax	4	P _____	P _____	
<b>Sub-total</b>					
<b>Lot 3: Procurement of Catering Services for 2025 Third Level Operational Training on Livestock and Poultry Survey (LPS)</b>					
<b>Date of Activity: September 4-5, 2025</b>					
<b>ABC: P12,960.00</b>					
<b>Day 1, 04 September 2025 - CLPS</b>					
AM Snacks (Puto Maya with riped Mango and Sikwati)	pax	12	P _____	P _____	
Meals/Lunch (Buttered Chicken, fish tinola, fish Kinilaw, Pancit Bam-e, rice, watermelon fruit and Juice in can)	pax	12	P _____	P _____	
PM Snacks (Cassava Cake and Juice in can)	pax	12	P _____	P _____	
<b>Day 2, 05 September 2025 - BLPS</b>					
AM Snacks (Chocolate Cake and Juice in can)	pax	12	P _____	P _____	
Meals/Lunch (Shrimp Tempura, pork adobo, Buffalo wings, Chopsuey, rice, fruit salad and Juice in can)	pax	12	P _____	P _____	
PM Snacks (Empanada and Juice in can)	pax	12	P _____	P _____	
<b>Sub-total</b>					
<b>Lot 4: Procurement of Catering Services for 2025 Third Level Operational Training on Fisheries Survey</b>					
<b>Date of Activity: September 8-9, 2025</b>					
<b>ABC: P21,600.00</b>					
<b>Day 1, 8 September 2025</b>					
AM Snacks ( Chiffon cake and Coffee )	pax	20	P _____	P _____	
Meals/Lunch ( Beef steak, fish tinola, pakbet, atsara, rice, pine apple fruit and Juice in can)	pax	20	P _____	P _____	
PM Snacks (Siopao and Juice in can)	pax	20	P _____	P _____	
<b>Day 2, 9 September 2025</b>					
AM Snacks (Spaghetti with bread and Juice in can)	pax	20	P _____	P _____	
Meals/Lunch ( Fish fillet, pork adobo, sotanghon soup, cucumber/tomato salad, rice, water melon fruit and Juice in can)	pax	20	P _____	P _____	
PM Snacks (Cheese Cake and Juice in can)	pax	20	P _____	P _____	
<b>Sub-total</b>					
<b>Lot 5: Procurement of Catering Services for 2025 Third Level Operational Training on Crops Production Survey (CrPS)</b>					
<b>Date: September 15-16, 2025</b>					
<b>ABC: P10,800.00</b>					
<b>Day 1, 15 September 2025</b>					
AM Snacks (Cassava cake and Juice in can)	pax	10	P _____	P _____	
Meals/Lunch (Fish fillet, pork adobo, Calamares, sotanghon soup, rice, Mango Tapioca and Juice in can)	pax	10	P _____	P _____	
PM Snacks (Cheese cake and Juice in can)	pax	10	P _____	P _____	
<b>Day 2, 16 September 2025</b>					
AM Snacks (Puto and Juice in can)	pax	10	P _____	P _____	
Meals/Lunch ( Pork Menudo, Pork Humba, Sinigang na Hipon, garden salad, rice, water melon fruit and Juice in can)	pax	10	P _____	P _____	
PM Snacks (Chocolate cake and Juice in can)	pax	10	P _____	P _____	
<b>Sub-total</b>					
<b>Lot 6: Procurement of Catering Services for 2025 Third Level Operational Training on Cereals Survey</b>					
<b>Date of Activity: 29 September - 1 October 2025</b>					
<b>ABC: P20,520.00</b>					
<b>Day 1, 29 September 2025 - PPS/CPS</b>					
AM Snacks ( Moist cake Salad and Juice in can )	pax	17	P _____	P _____	
Meals/Lunch ( Pork steak, fish tinola, pakbet, atsara, rice, banana fruit and Juice in can)	pax	17	P _____	P _____	
PM Snacks (Cheese Cake and Juice in can)	pax	17	P _____	P _____	
<b>Day 2, 30 September 2025 - MPCSRs</b>					
AM Snacks (Pancit with bread and Juice in can)	pax	7	P _____	P _____	
Meals/Lunch ( Fish escabeche, chicken adobo, sotanghon soup, cucumber/tomato salad, rice, water melon fruit and Juice in can)	pax	7	P _____	P _____	
PM Snacks (Chocolate cake and Juice in can)	pax	7	P _____	P _____	
<b>Day 3, 1 October 2025 - RCSS: H &amp; C</b>					
AM Snacks (Spaghetti with bread and Juice in can)	pax	14	P _____	P _____	
Meals/Lunch ( Beef steak, fish tinola, vegetable salad, rice, banana fruit and Juice in can)	pax	14	P _____	P _____	
PM Snacks ( Chiffon cake and Juice in can)	pax	14	P _____	P _____	
<b>Sub-total</b>					

<p><b>Lot 7: Procurement of Meals during "PSA Project Seeds of Hope, Tree Planting Activity" for the Week-long Celebration of 12th PSA Anniversary</b></p> <p><b>Date of Activity: September 10, 2025</b>  <b>ABC: P4,800.00</b>  Wednesday, September 10, 2025</p> <p><b>Breakfast</b> (Longganisa, Sunny Side Up Egg, Danggit Dried Fish, fried rice, banana and coffee)</p> <p style="text-align: right;"><b>Sub-total</b></p>	pax	24	P _____	P _____			
<p><b>Lot 8: Procurement of snacks during PSA Project Waves of Change, Coastal Clean-Up Drive (during Week-long Celebration of 12th PSA Anniversary)</b></p> <p><b>Date of Activity: September 9, 2025</b>  <b>ABC: P2,160.00</b>  <b>Tuesday, September 09, 2025</b></p> <p>AM Snacks (Tuna Sandwich and Juice in can-240ml)</p> <p>* Food service and packaging shall be in compliance with the Office Memorandum No. 2023-178, entitled Guidelines on the Procurement of Meals and Catering Services for Philippine Statistics Authority Meetings, Events, and Other Activities, Mandating the Use of Ecologically Sustainable Products or Packaging Materials and Prohibition on the Use of Styrofoam and Single-use Plastics as stated below:  - Prohibition on the use of styrofoam and similar single-use plastics for packaging and catering services;  - Reusable foodware such as plates, cutlery, containers, stirrers, mugs or cups for hot drinks and glass for water or beverage shall be utilized  -Coffee shall be served in pots instead of providing powdered coffee in sachets.  Condiments shall also served in reusable bottles, bowls, or dispensers.</p>	pax	18	P _____	P _____			
<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: \_\_\_\_\_