



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
REGION V – BICOL

REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake **Small Value Procurement** as Alternative Mode of Procurement for official use of PSA RSSO V with the following details:

Name of Project	Procurement of Catering Services and Accommodation with Food for the Redesigned Crops Production Survey 2nd Level Training on August 29-September 01, 2023
Solicitation	2023-08-089-SOCD
Location	PSA RSSO V
Brief Description	(See Bid Form, Page 2)
Quantity	(See Bid Form, Page 2)
Approved Budget for the Contract (ABC)	Php 50,280.00
Contract Duration	August 29-September 1, 2023

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **12:00NN, August 23, 2023** at the **2/F PSA Building, Regional Government Center, Rawis, Legazpi City.**

CECILLE A. BRIONES
RBAC Chairperson

Terms and Conditions:

1. Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
2. All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
3. Late submission of quotation shall not be accepted.
4. Bids exceeding the ABC shall be disqualified.
5. The lowest bidder shall be informed immediately and shall be asked to submit the following requirements within three days after the opening of bids or during post qualification:
 1. Mayor's/Business Permit Permit
 2. PhilGEPS Registration Number
 3. Omnibus Sworn Statement
6. 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.
7. Terms of Payment shall be made through check payable to the supplier.
8. 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.

BID FORM

Item/s and Specification/s (Minimum)	Unit	Qty	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specification	
					YES	NO
Procurement of Catering Services and Accommodation with Food for the Redesigned Crops Production Survey 2nd Level Training on August 29-September 01, 2023						
LOT 1 CATERING SERVICES				ABC-24,780.00		
August 29, 2023						
Lunch	pax	11	P _____	P _____	()	()
PM Snacks	pax	11	P _____	P _____	()	()
Dinner	pax	5	P _____	P _____	()	()
August 30-31, 2023						
AM Snacks	pax	11	P _____	P _____	()	()
Lunch	pax	11	P _____	P _____	()	()
PM Snacks	pax	11	P _____	P _____	()	()
Dinner	pax	5	P _____	P _____	()	()
September 1, 2023						
AM Snacks	pax	9	P _____	P _____	()	()
Lunch	pax	9	P _____	P _____	()	()
LOT 2 ACCOMMODATION with Complimentary Breakfast				ABC-25,500.00		
Check-In August 29, 2023 and Check-out on September 01, 2023						
2 Rooms (2 Separate bed)	pax	4	P _____	P _____	()	()
1Room (single bed)	pax	1	P _____	P _____	()	()
Total				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 and Signature of authorized representative: _____

Position: _____

Name of Company: _____

Address: _____

Email Address: _____

Tel/Fax No.: _____ Cellphone No.: _____

LBP Account Number of Establishment: _____

Date: _____

Do you have Mayor's/Business Permit? ___ Yes ___ No

Philgeps Registration? ___ Yes ___ No

Printed Name and Signature of Convasser: _____

ACCOMMODATION WITH FOOD
Redesigned Crops Production Survey 2nd Level Training

29 August to 1 September 2023

NEEDED AMENITIES

- With complimentary backdrop tarp (5x8ft)
- Heater/kettle and daily complimentary coffee in rooms
- With complimentary breakfast, menu on Chef's Discretion

ACCOMMODATION

Check-In August 29, 2023 and Check-out on September 01, 2023 (3nights)

Number of Participants: Five (5)	No. of Rooms	Capacity
CN, CS, CT, MT and SR	(2)	2-separate beds
	(1)	single bed

Redesigned Crops Production Survey 2nd Level Training

DAILY MENU

29 August to 1 September 2023

29 August

LUNCH

- Egg drop soup
- Lumpia ubod
- Tofu ampalaya
- Chicken inasal with soy-kalamansi sauce
- Steamed Rice
- Ref cake

Number of Pax:

11

PM SNACKS

- Cheese burger and fries/chips
- Soda in can

Number of Pax:

11

DINNER

- Mushroom soup
- Pork humba with banana heart
- Fish pinusta
- Steamed rice
- Tiramisu

Number of Pax:

5

30 August

AM SNACKS

- Arrozcaldo with egg
- Steamed siomai, 3pcd w/chilli paste
- Kikiam stick
- Fresh kalamansi juice

Number of Pax:

11

LUNCH

- Pocherong baboy
- Fried chicken
- Ginataang kalabasa
- Steamed rice
- Red velvet cake

Number of Pax:

11

PM SNACKS

- Nachos
- Cheese puto, 3pcs
- Pineapple juice in can

Number of Pax:

11

DINNER

- Bulanglang
- Okoy
- Bistek tagalog
- Steamed rice
- Ice cream

Number of Pax:

5

31 August

AM SNACKS

- Potato salad
- Lumpia shanghai-2pcs
- Pineapple juice in can

Number of Pax: 11

LUNCH

- Corn and crab soup
- Pork sisig
- Battered grilled fish
- ensaladang talong
- Yang chow
- Ice cream

Number of Pax: 11

PM SNACKS

- Quesadillas w/French fries
- Fresh fruit shake

Number of Pax: 11

DINNER

- Sinigang na hipon
- Adobo sa asin
- Tinutungan na manok sa papaya
- Steamed rice
- Maja blanca

Number of Pax: 5

01 September

AM SNACKS

- Hotdog and cheese bun
- Fishball stick w/sauce
- Soda in can

Number of Pax: 9

LUNCH

- Molo soup
- Lechon kawali
- Cucumber salad
- Beef kare-kare
- Shanghai Rice
- Mango Tapioca

Number of Pax: 9

Note: Free flowing distilled/mineral water and coffee with creamer/sugar for the entire duration of the training