




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 Modes of Procurement for official use of PSA Camarines Sur with the following details:

Name of Project	Procurement of Catering Services for the 3rd Level Training on 2023 Census of Philippine Business and Industry (CPBI) and 2023 Input-output Survey of Philippine Business and Industry (IOSPBI) at PSA Camarines Sur PSO
Solicitation	2024-04-040-CS
Location	PSA Camarines Sur
Brief Description	Catering Services
Quantity	25 pax
Approved Budget for the Contract (ABC)	Php 54,000.00
Contract Duration	April 22-25, 2024

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **10:00AM, April 12, 2024** at the **PSA Camarines Sur Provincial Statistical Office, #774 Panganiban Avenue, Naga 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 Specifications (please check)	
					YES	NO
Procurement of Catering Services for the 3rd Level Training on 2023 Census of Philippine Business and Industry (CPBI) and 2023 Input-output Survey of Philippine Business and Industry (IOSPBI) at PSA Camarines Sur PSO						
April 22, 2024						
AM Snacks	pax	25	P _____	P _____	()	()
Lunch	pax	25	P _____	P _____	()	()
PM Snacks	pax	25	P _____	P _____	()	()
April 23, 2024						
AM Snacks	pax	25	P _____	P _____	()	()
Lunch	pax	25	P _____	P _____	()	()
PM Snacks	pax	25	P _____	P _____	()	()
April 24, 2024						
AM Snacks	pax	25	P _____	P _____	()	()
Lunch	pax	25	P _____	P _____	()	()
PM Snacks	pax	25	P _____	P _____	()	()
April 25, 2024						
AM Snacks	pax	25	P _____	P _____	()	()
Lunch	pax	25	P _____	P _____	()	()
PM Snacks	pax	25	P _____	P _____	()	()
Specs for AM-PM Snacks and Lunch:						
Buffet style catering services: Reusable plates, mugs, cutlerys						
Note: Food service and packaging shall be in compliance with the Office Memo 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 Ecological Sustainable Products or Packaging Materials and Prohibition on the Use of Styfom and Single-use Plastics						
Nothing Follows						
For official use of PSA Camarines Norte						
			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 No./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 Canvasser: _____



DAILY MENU

22-Apr-24
Monday

AM SNACKS

- ☐ Tocilog
- ☐ Fresh Lemon juice

Number of Pax: 25

LUNCH

- ☐ Steamed Rice
- ☐ Pork Sinigang
- ☐ Fried Lumpia *Ubod*
- ☐ Leche Flan
- ☐ Bottled water

Number of Pax: 25

PM SNACKS

- ☐ Burger with fries
- ☐ Four Seasons in can

Number of Pax: 25

23-Apr-24
Tuesday

AM SNACKS

- ☐ Puto and Dinuguan
- ☐ Fresh Cucumber Lemon juice

Number of Pax: 25

LUNCH

- ☐ Steamed Rice
- ☐ Chicken Tinola
- ☐ Breaded porkchop
- ☐ Fruit Salad
- ☐ Bottled water

Number of Pax: 25

PM SNACKS

- ☐ Lasagna with Garlic Bread
- ☐ Coke in Can

Number of Pax: 25

24-Apr-24
Wednesday

- ☐ Arrozcaldo with Egg
- ☐ Hot Choco

Number of Pax: 25

LUNCH

- ☐ Rice
- ☐ Pork Nilaga
- ☐ Pork Cordon bleu
- ☐ Maja
- ☐ Bottled water

Number of Pax: 25

PM SNACKS

- ☐ Steamed Siopao
- ☐ Fresh Cucumber juice

Number of Pax: 25

25-Apr-24
Thursday

- ☐ Tapsilog
- ☐ Hot Choco

Number of Pax: 25

LUNCH

- ☐ Rice
- ☐ Misua with shrimp & patola
- ☐ Chopsuey
- ☐ Fried Chicken
- ☐ Gelatin
- ☐ Bottled water

Number of Pax: 25

PM SNACKS

- ☐ Chocolate cake
- ☐ Soda in can

Number of Pax: 25

Free flowing coffee(served in pots)and purified drinking water

Prepared by :

JOYCELL B. ESTACION
Statistical Analyst

Noted by:

JOYLYN J. OCHOA
Senior Statistical Specialist

Approved by:

RAUL P. ASPE, JR.
Officer-in-Charge