



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 in procuring Procurement of Catering Services (AM snacks, lunch, and PM snacks) for the conduct of Provincial Level Training on the 2024 Census of Population and Community Based Monitoring System (POPCEN/CBMS) Geotagging of Service Facilities and Government Projects with the following details:

Name of Project	Procurement of Catering Services (AM snacks, lunch, and PM snacks) for the conduct of Provincial Level Training on the 2024 Census of Population and Community Based Monitoring System (POPCEN/CBMS) Geotagging of Service Facilities and Government Projects
Solicitation	2025-02-0015-CT
Location	PSA Catanduanes PSO, Virac, Catanduanes
Brief Description	(See Bid Form, Page 2)
Quantity	(See Bid Form, Page 2)
Approved Budget for the Contract (ABC)	Php 45,360.00
Contract Duration	see details

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **10:00 am on February 24, 2025** at **PSA Catanduanes PSO, BL Jastrid Bldg., Cavinitan, Virac, Catanduanes.**


CECILLE A. BRIONES
RBAC Chairman

Terms and Conditions:

1. Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
2. Supplier must be an authorized re-seller of original equipment manufacturer.
3. All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
4. Late submission of quotation shall not be accepted.
5. Bids exceeding the ABC shall be disqualified.
6. 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
 2. PhilGEPS Registration Number
7. 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.
8. Terms of Payment shall be made through check payable to the supplier.
9. 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 (AM snacks, lunch, and PM snacks) for the conduct of Provincial Level Training on the 2024 Census of Population and Community Based Monitoring System (POPCEN/CBMS) Geotagging of Service Facilities and Government Projects						
25 February 2025	pax	21	P _____	P _____	()	
26 February 2025	pax	21	P _____	P _____	()	
27 February 2025	pax	21	P _____	P _____	()	
28 February 2025	pax	21	P _____	P _____	()	
Specification for Meals: <i>Buffet style catering service, re-usable plates, mugs and cutlery</i>						
<i>Note: Food service and packaging shall be in compliance with the OM No. 2023-178 entitled Guidelines on the Procurement of Meals and Catering Services for the PSA Meetings, Events and Other Activities, Mandating the Use of Ecologically Sustainable Products or Packaging Materials and</i>						
<i>Note: Please see attached suggested menu</i>						
<i>For official use of PSA-Catanduanes PSO</i> xxxxx			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: _____

Fax No. _____ Tel 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: _____

SUGGESTED MENU

Provincial Level Training on the 2024 Census of Population (POPCEN)/Community Based Monitoring System (CBMS) Geotagging of Service Facilities and Government Projects

Date: 25 February 2025 (21 pax)

AM Snacks:

Sotanghon Guisado
C2 Juice

LUNCH

Steamed Rice
Fried Chicken
Pork Sinigang
Mixed Vegetables
Banana

PM Snacks

Tuna Sandwich
Soda

Date: 26 February 2025 (21 pax)

AM Snacks:

Lugaw with Egg
Juice in Can

LUNCH

Steamed Rice
Pork Humba
Crispy Garlic Bangus
Pinangat
Mixed Fruits

PM Snacks

Chamorado with dilis
Hot choco/coffee

Date: 27 February 2025 (21 pax)

AM Snacks:

Spaghetti
C2 Juice

LUNCH

Steamed Rice
Beef Steak
Fish Kusido
Chopsuey
Banana

PM Snacks

Biko
Mango Juice

Date: 28 February 2025 (21 pax)

AM Snacks:

Pancit Bihon
Puto
Canned Juice

LUNCH

Steamed Rice
Pork Sinigang
Beef Steak
Laing
Mixed Fruits

PM Snacks

Burger with fries
Soda

NOTE: With Free flowing coffee and water

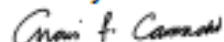
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