



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 Customized Supplies and IEC Materials for the 2024 Annual Survey of Philippine Business and Industry (ASPBI) with the following details:

Name of Project	Procurement of Customized Supplies and IEC Materials for the 2024 Annual Survey of Philippine Business and Industry (ASPBI)
Solicitation	2025-04-44-SOCD
Location	PSA RSSO V - Legazpi City
Brief Description	(See Bid Form, <i>Page 2</i>)
Quantity	(See Bid Form, <i>Page 2</i>)
Approved Budget for the Contract (ABC)	Php 141,940.00
Contract Duration	May 2, 2025

Please quote your Lowest Price on the item/s listed below and submit your SEALED QUOTATION not later than 08:00 am, April 14, 2025 at 2/F PSA Building, Regional Government Center, Rawis, Legazpi City.


CECILLE A. BRIONIS
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
 3. Omnibus Sworn Statement
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 Specifications (please check)				
					YES	NO			
Procurement of Customized Supplies and IEC Materials for the 2024 Annual Survey of Philippine Business and Industry (ASPBI)									
Lot 1 - Customized IEC Materials for the Respondents of the 2024 ASPBI				ABC:	128,300.00				
Tote Bag, customized, with printed logo and text	pc	1,283	P_____	P_____	()	()			
Lot 2 -Customized Supplies				ABC:	13,000.00				
Poloshirt, customized, sublimation print	pc	20	P_____	P_____	()	()			
Canvas Tote bag, with outer pocket and zip closure	pc	20	P_____	P_____	()	()			
Umbrella, with customized print, 2-folds, black	pc	20	P_____	P_____	()	()			
				TOTAL	P_____				
Lot 3 - Printing of Tarpaulin				ABC:	640.00				
Tarpaulin, 4x8ft size	pc	1	P_____	P_____	()	()			
xxxxxx									
please see attached specifications									
Delivery Lead Time: _____									
				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: _____