



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY

REQUEST FOR QUOTATION

The **Philippine Statistics Authority (PSA)** through the Bids and Awards Committee (BAC), intends to procure **Air Circulator, Heavy Duty A3 Laminator, Heavy Duty A3 Ream Paper Cutter, Heavy Duty Wire Binding Machine, Wall Mount TV Bracket**

which shall be undertaken in accordance with **Section 52.1 (b) (Shopping)** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, with an Approved Budget of the Contract (ABC) in the amount of **154,000.00** *One Hundred Fifty Four Thousand Pesos Only*

Please quote your **best offer** for the **item/s described herein**, subject to the Terms and Conditions provided below. Submit your quotation duly signed by you or your duly authorized representative **not later than** 01 SEP 2022 at 11:00AM through email at bac-secretariat@psa.gov.ph and bacsecretariat.psa@gmail.com.

For any clarification, you may contact us at telephone no. **(02) 8374-8263** or email address at gsdprocurement.psa@gmail.com

Minerva Eloisa P. Esquivias
MINERVA ELOISA P. ESQUIVIAS

Chairperson, Bids and Awards Committee

TERMS AND CONDITIONS

- 1 Bidders shall provide correct and accurate information required in this form.
- 2 Price quotation/s must be valid for a period of **thirty (30) calendar days** from the date of submission.
- 3 Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
- 4 Quotations exceeding the ABC shall be rejected.
- 5 Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and conditions stated herein.
- 6 Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or your duly authorized representative.
- 7 In case of two or more bidders are determined to have submitted the LCRB, the PSA shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning bidder in accordance with GPPB Circular 06-2005.
- 8 The item/s shall be delivered according to the requirements specified in the Purchase Request (PR).
- 9 The PSA shall have the right to inspect and/or test the goods to confirm their conformity to the Technical Specifications.
- 10 Payment shall be made after delivery and upon submission of the required supporting documents, i.e. Order Slip and/or Billing Statement, by the supplier. Our Government Servicing Bank, **Land Bank of the Philippines**, shall credit the amount due to the identified bank of the supplier **not earlier than twenty four (24) hours, but not later than forty eight (48) hours**, upon receipt of our advice. Please note that the corresponding **bank transfer fee**, if any, shall be chargeable to the account of the supplier.
- 11 Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed period shall be imposed per day of delay. The PSA shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Documents to be submitted	Deadline	Remarks
Copy of the 2022 Mayor's/Business Permit and valid PhilGEPS Registration	Not later than <u>01 SEP 2022</u> at <u>11:00AM</u> together with the quotation	In case not yet available, you may submit your expired Mayor's/Permit with Official Receipt of renewal application. However, a copy of your 2022 Mayor's/Business Permit shall be required to be submitted after award of contract but before payment .



PSA Complex, East Avenue, Diliman, Quezon City, Philippines 1101
Telephone: (632) 8938-5267
www.psa.gov.ph

RECEIVED
GSD Procurement
Name: Rose
Date: 8/25
Time: 8:03 AM

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows:

Item(s) and Specification(s), minimum	Unit	Quantity	Unit Price	Total Amount (VAT Inclusive)	Compliance with Technical Specifications (pls. check)	
					Yes	No
Air Circulator -Whole Room Moves Air up to 70 Feet -Easy to Clean -Operates at Whisper quiet level -Energy Efficient -Three Speed Settings -Control Style: Mechanical Switch -2 Years Warranty	pc	5				
Heavy Duty A3 Laminator with Laminating Film (A3, Legal, A4 - 100pcs each) -Maximum Laminating Width: 320mm -Maximum Laminating Thickness: 250 microns -Hot and Cold laminating mode -Automatic Sleep -With Voltage protection circuit -With Digital LCD screen control panel -Four (4) Heat-Resistant Silicone Rollers -Laminating Size: A3 and below -1 Year Warranty -With Compatible Laminating Film Package -A3 (100pcs) Laminating Film 125 microns -Legal (100pcs) Laminating Film 125 microns -A4 (100pcs) Laminating Film 125 microns	pc	1				
Heavy Duty A3 Ream Paper Cutter -Cutting Capacity: 500 sheets -Material: Metal -Must have Paper Clamp Handle, Safety Knife Cover, Cutter lock, Handle, Base, Front file and baffle wheel -Features such as Guide Ruler, Paper Holder, Plastic Handle, Size Table and Safety Locking Device -Must be Heavy Duty A3 Paper Cutter -1 Year Warranty	pc	1				
Heavy Duty Wire Binding Machine with Inclusion of Black Metal Double Loob Wire Legal Size (50 pcs), Black Metal Ring Binder Double Loop Wire A4 size (100pcs), Metal Spiral Rings Binder Clips for A4 30 rings (10 pcs) and Metal Ring Binder Clip for A4 - 4 rings (10pcs) -Punching Capacity: 25 sheets for Long Legal Size Document Binder -Binding Capacity: 140 sheets Material: Metal Features such as Professional-looking, durable, sturdy, movable cutter -1 Year Warranty -With Inclusion of: a) Legal Size 1 inch Black Metal Double Loop Wire (50pcs) b) A4 Size 0.5 inch Black Metal Ring Binder Double Loop wire (100pcs) c) Metal Spiral Rings Binder Clip for A4-30rings (10pcs) d) Metal Ring Binder Clip for A4-4rings (10pcs)	pc	1				

Supply and Delivery of Wall Mount TV Bracket -Main Material must be made of steel -Can support LED, and Flat-Panel TV Sizes 37-inches to 90-inches -Can support Max Load of 75kg / 165lbs -Must be a full motion wall mount TV bracket -Must be a retractable dual-arm wall mount TV bracket -Must comply with VESA standard -Must have one (1) year warranty	pc	20				
Total amount in words:						

Printed name of the authorized representative: _____ Signature: _____

Name of Company: _____ Position: _____

Address: _____ Email address: _____

Fax No.: _____ Tel. No.: _____ Mobile No.: _____

Date: _____