

## **REQUEST FOR QUOTATION**

The <b>Philipp</b>	ine Statistic	s Authority (PSA)	through the Bids and Awards Committee (BAC), inte	nds to							
procure	Document Reader										
which shall be undertake	n in accorda	ance with	Section 52.1(b) (Shopping)								
of the 2016 Revised Imp	lementing R	ules and Regulation	ns of Republic Act No. 9184, with an Approved Budge	et of the							
Contract (ABC) in the an	ontract (ABC) in the amount of Php 11,000.00 Eleven Thousand F										
Please quote your <b>best offer</b> for the <b>item/s described herein</b> , subject to the Terms and Conditions provided below. Submit your quotation duly signed by you or your duly authorized representative <b>not later than</b>											
28 October 2022	at	11:00 AM	through email at <u>bac-secretariat@psa.gov.ph</u> and	bacsecretariat.psa@gmail.com							
For any clar		may contact us at	telephone no. (02) 8374-8263 or email address at								

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 quotattion/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 calculated and responsive bid (LCRB).
- Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or your duly authorized representative.
- 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 detrmine the single winning bidder in accordance with GPPB Circular 06-2005.
- The item/s shall be delivered according to the requirements specified in the Purchase Request (PR).
- The PSA shall have the right to inspect and/or test the goods to confirm their conformity to the Technical Specifications.
- 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.
- 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 or valid	Not later than	October 2022	In case not yet available, you may submit your expired Mayor's/Permit with Official Receipt of		
PhilGEPS Registration	at	11:00 AM	renewal application. However, a copy of your 2022 Mayor's/Business Permit shall be required		
	together with the quotation		to be submitted after award of contract but before payment.		

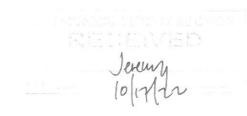


Management System ISO 9001:2015

PSA Complex, East Avenue, Diliman, Quezon City, Philippines 1101

Telephone: (632) 8938-5267

www.psa.gov.ph



## REQUEST FOR QUOTATION PR No. 22-09-1609

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows: Compliance with Total Technical Amount Specifications (pls. Item(s) and Specification(s), minimum Unit Quantity **Unit Price** (VAT check) Inclusive) Yes No **Document Reader** unit 1 \*at least 22MP High Definition Professional Book Document Scanner \*auto flatten \*deskew tech \*max A3 size \*smart multi-language OCR SDK & twain \*capture and display images up to A3 / A4 size \*supports windows operating system. \*Not compatible with Mac OS \*foldable and portable \*automatic correction and filling the broken edge of the scanned pages

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:						