



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 **VARIOUS TONER SUPPLIES** which shall be undertaken in accordance with **Section 52.1 (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 **319,251.70** **Three Hundred Ninety Thousand Two Hundred Firty One 70/100**

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** JANUARY 20, 2023 at 11:00AM through email at bac-secretariat@psa.gov.ph

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 calculated and responsive bid (LCRB).by awarded by lot
- 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 detrmine 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 2023 Mayor's/Business Permit or valid PhilGEPS Registration,	Not later than <u>1/10/23</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 2023 Mayor's/Business Permit shall be required to be submitted after award of contract but before payment.



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

RECEIVED
 GSD Procurement
 Name: lme
 Date: 13 JAN 2023
 Time: 9:57 AM

REQUEST FOR QUOTATION

PR No. 23-01-0008

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
Lot 1						
Genuine Epson C13T664100(T6641)Black	72					
Genuine Epson C13T664100(T6642)Cyan	55					
Genuine Epson C13T664100(T6643)Magenta	55					
Genuine Epson C13T664100(T6644)Yellow	55					
Genuine Epson T7741 Pigment Ink Black, 140ml	91					
Genuine Epson Black T031 HN, Epson Stylus T 1100	5					
Genuine Epson Cyan T032 HN, Epson Stylus T 1100	5					
Genuine Epson Magenta T032 HN, Epson Stylus T 1100	5					
Genuine Epson Yellow T032 HN, Epson Stylus T 1100	5					
Genuine Epson T6731 Black	4					
Genuine Epson T6732 Cyan	2					
Genuine Epson T6733 Magenta	2					
Genuine Epson T6734 Yellow	2					
Genuine Epson T6735 Light Cyan	2					
Genuine Epson T6736 Light Magenta	2					
Genuine Epson Ink 003 Black	68					
Genuine Epson Ink 003 Cyan	62					
Genuine Epson Ink 003 Magenta	62					
Genuine Epson Ink 003 Yellow	62					
Genuine Epson 001 Ink C13TO3Y100 Black	16					
Genuine Epson 001 Ink C13TO3Y200 Cyan	10					
Genuine Epson 001 Ink C13TO3Y300 Magenta	10					
Genuine Epson 001 Ink C13TO3Y400 Yellow	10					
Lot 2						
Genuine Epson Workforce AL-M320DN Mono Laser Printer Black Ink	2					
Genuine Epson SJC3IP Black	2					
Genuine Epson SJC3IP Cyan	1					
Genuine Epson SJC3IP Magenta	1					
Genuine Epson SJC3IP Yellow	1					
Genuine Epson SJMB7500	1					
Procurement is to be awarded by LOT						
Total amount in words:						

Printed name of the authorized representative: _____ Signature: _____

Name of Company: _____ Position: _____

Address: _____ Email address: _____

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