



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**  
 CARAGA

**REQUEST FOR QUOTATION**

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake alternative mode of procurement,  
**Shopping** on Various supplies for SOCD activities (2021 LPS, Pilot Redesigned Quarterly QMFS, 2021 Updating of Geotagged Building Structures, 2020 ASPBI/2020 STEP and July 2021 LFS/FIES)

<b>Name of Project</b>	General Administrative Support Service	
<b>Solicitation</b>	RSSO PR 2021-05-188	
	2021-05-194	
<b>Location</b>	PSA - RSSO XIII	
<b>Brief Description</b>	Refer to Bid Form below	
<b>Quantity</b>	Refer to Bid Form	
<b>Approved Budget for the Contract (ABC)</b>	Lot 1	22,160.00
	Lot 2	84,100.00
	Lot 3	58,800.00
	Lot 4	6,870.00
	Lot 5	8,000.00
<b>Date of Delivery</b>	Lot 1	20 days after receipt of PO
	Lot 2, 3 & 4	30 days after receipt of PO
	Lot 5	10 days after receipt of PO

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than 8:00 A.M on  
 JUN 14 2021 \_\_\_\_\_ at the Regional Statistical Services Office XIII, Freeman Building, J.C. Aquino Avenue, Butuan City.

*m. us*  
**BERNADETH I. BONACHITA**  
 RBAC Chairperson

**Terms and Conditions:**

- Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
- All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
- Late submission of quotation shall not be accepted.
- Bids exceeding the ABC shall be disqualified.
- Terms of Payment shall be made through check payable to the supplier.
- Please submit/update your registration with the PSA (please disregard if you have already submitted/updated your registration with us), if none yet, submit, together with your quotation the photocopy of your DTI/SEC registration, Municipal and business permit, Tax Clearance, BIR Certificate of Registration and current ITR and Phil. Government Electronic Procurement System (PhilGEPS) Registration.
- 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.
- The Lowest bidder shall be informed immediately and shall be asked to submit additional requirements within three days after the opening of bids or during post qualification.
- 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.

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
<b>Activity:</b> Various supplies for SOCD activities (2021 LPS, Pilot Redesigned Quarterly QMFS, 2021 Updating of Geotagged Building Structures, 2020 ASPBI/2020 STEP and July 2021 LFS/FIES)						
Lot 1						
PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	56	P _____	P _____		
PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	32	P _____	P _____		
NOTE BOOK, stenographer's, 40 leaves, spiral	piece	18	P _____	P _____		
Lot 2						
Disposable Surgical mask, 3 ply, 50 pcs/box	box	338	P _____	P _____		
Lot 3						
Ethyl alcohol, 70%-75% solution, 500 ml	bottle	490	P _____	P _____		
Lot 4						
Glass frame faceshield, direct splash protection	piece	229	P _____	P _____		
Lot 5						
TONER CART, HP CE285A (HP85A), Black	cart	2	P _____	P _____		
<b>TOTAL AMOUNT IN FIGURES:</b>				P _____		
<b>TOTAL AMOUNT IN WORDS:</b>						

**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 of authorized representative/Signature: \_\_\_\_\_

Position: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_ EmailAddress: \_\_\_\_\_

Fax No. \_\_\_\_\_ Tel No. \_\_\_\_\_ Cellphone No. \_\_\_\_\_

Date: \_\_\_\_\_