



REPUBLIC OF THE PHILIPPINES  
PHILIPPINE STATISTICS AUTHORITY  
RSSO XIII (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 and Covid Response Items for PhilSys Step 2 Registration Operation.**

<b>Name of Project</b>	General Administrative Support Service
<b>Solicitation</b>	<b>RSSO PR No. 2021-08-287</b>
<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>	<b>Lot 2: Php 8,320.00</b> <b>Lot 3: Php 11,520.00</b> <b>Lot 4: Php 37,400.00</b> <b>Lot 5: Php 61,600.00</b> <b>Lot 6: Php 10,300.00</b> <b>Lot 7: Php 11,220.00</b>
<b>Date of Delivery</b>	15 Days after the receipt of Purchase Order

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 **August 19, 2021** the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

**BERNADETH V. 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>PhilSys Step 2 Registration Operation</b>						
<b>Lot 2:</b> TOILET TISSUE PAPER 2-ply sheets, 150 pulls (12 rolls)	pack	64	₱ _____	₱ _____		
<b>Lot 3:</b> ALCOHOL, ethyl, 70+% pure IPA, 330 ml, with sprayer, ideal for electronics cleaning and flux thinning, plastic-safe, non-ozone depleting	btl	128	₱ _____	₱ _____		
<b>Lot 4:</b> Hand Sanitizer, 100ml	btl	187	₱ _____	₱ _____		
<b>Lot 5:</b> GLOVES, Disposable, Non-Sterile, Latex, Powder-Free, Ambidextrous, Rolled Bead Cuff, Finger Textured	box	88	₱ _____	₱ _____		
<b>Lot 6:</b> SURGICAL MASK, DISPOSABLE, Medical Device Class 1; Earloop, 3-ply, Wired	box	103	₱ _____	₱ _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
<b>Lot 7:</b> GLASS FRAME FACE SHIELD, DIRECT SPLASH PROTECTION	pcs	374	₱ _____	₱ _____		
<b>TOTAL AMOUNT IN FIGURES:</b>				₱ _____		
<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: \_\_\_\_\_