



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
REGION V – BICOL

REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake **Small Value Procurement** as Alternative Mode of Procurement for official use of PSA RSSO V with the following details:

Name of Project	Procurement of Supplies and Printing of the 2024 POPCEN-CBMS IEC Campaign Materials Lot 1 and 2
Solicitation	2024-06-076-SOCD
Location	PSA RSSO V
Brief Description	(See Bid Form, Page 2)
Quantity	(See Bid Form, Page 2)
Approved Budget for the Contract (ABC)	Php 157,700.00
Contract Duration	to be completed on July 19, 2024 (with partial delivery on July 12, 2024)

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **8:00AM, July 1, 2024** at the **2/F PSA Building, Regional Government Center, Rawis, Legazpi City**.


CECILLE A. BRIONES
RBAC Chairperson 6/20/24

Terms and Conditions:

1. Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
2. All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
3. Late submission of quotation shall not be accepted.
4. Bids exceeding the ABC shall be disqualified.
5. The lowest bidder shall be informed immediately and shall be asked to submit the following requirements within three days after the opening of bids or during post qualification:
 1. Mayor's/Business Permit Permit
 2. PhilGEPS Registration Number
 3. Omnibus Sworn Statement
6. 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.
7. Terms of Payment shall be made through check payable to the supplier
8. 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.
9. Submission of electronic bid should be password protected otherwise, it will be rejected.

BID FORM

Item/s and Specification/s (Minimum)	Unit	Qty	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
Procurement and Printing of the 2024 POPCEN-CBMS IEC Campaign Materials/Supplies						
Primer, full colored	pieces	1000	P _____	P _____	()	()
Brochure, full colored	pieces	1000	P _____	P _____	()	()
Streamer, 4ft x 8ft size	pieces	2	P _____	P _____	()	()
Banner, 2.6ft x 6ft size	pieces	2	P _____	P _____	()	()
Mug, customized	pieces	300	P _____	P _____	()	()
Foldable fan with pouch, customized	pieces	200	P _____	P _____	()	()
Tote bag, customized	pieces	300	P _____	P _____	()	()
xxxxxx						
<i>please see attached detailed specifications</i>			Total	P _____		
				Total amount in words:		

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 and Signature of authorized representative: _____

Position: _____

Name of Company: _____

Address: _____ Email Address: _____

Tel/Fax No.: _____ Cellphone No.: _____

LBP Account Number of Establishment: _____

Date: _____

Do you have Mayor's/Business Permit ? ___ Yes ___ No

Philgeps Registration? ___ Yes ___ No

Printed Name and Signature of Canvasser: _____