



Republic of the Philippines
PHILIPPINE STATISTICS AUTHORITY
Regional Statistical Services Office No. 6
Iznart St., Iloilo City

REGIONAL BIDS AND AWARDS COMMITTEE

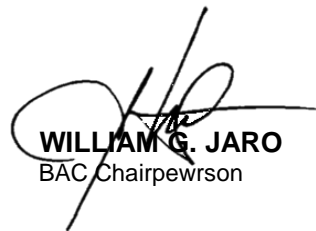
Tel Nos: (033) 335-0316, 335-0907

REQUEST FOR QUOTATION (RFQ)

The Philippine Statistics Authority (PSA) through its Regional Office Bids and Awards Committee (RO-BAC) will undertake Shopping under Section 52.1b (Shopping) for the "Procurement of various office supplies for replenishment of stocks for the 1st quarter, 2024 of PSA Regional Statistical Services Office 6 Regional." Details of the project is as follows:

Name of Project	Procurement of various office supplies for replenishment of stocks for the 1st quarter, 2024 of PSA RSSO 6.
Reference	PR No. 2024-0600-03-035
Location	Iloilo City
Brief Description	Procurement of various office supplies for replenishment of stocks for the 1st quarter, 2024 of PSA RSSO 6.
Quantity	Lot 1
Approved Budget for the Contract (ABC)	Php 49,729.00
Contract Duration	30 days

Please quote your lowest price inclusive of VAT on the item/s listed below and submit the **sealed quotation** not later than 9:00 A.M. of March 19, 2024 to be opened on the same day at 10:30 A.M., subject to the Terms and Conditions attached herewith. Submit your quotation duly signed by your representative to the Administrative Section, PSA Regional Statistical Services Office No. 6, 2nd Floor, J. Villanueva Bldg., Iznart St., Iloilo City. . Address your quotation to Bids and Awards Committee, Attn: BAC Secretariat. Interested Bidders may obtain further information from the BAC Secretariat\Sub-TWG at Tel. No.(033) 335-0316 or (033) 335-0907.


WILLIAM G. JARO
BAC Chairperson

Terms and Conditions:

1. All entries must be typewritten/printed legibly. Any alterations, erasures or overwriting shall be signed or initialed by the person authorized to sign the quotation. Failure to use this form will result to disqualification of your bid.
2. Late submission of quotation shall not be accepted.
3. Bids exceeding the ABC shall be disqualified.
4. Award of contract shall be made to the Lowest Calculated Responsive Quotation (LCRQ), and complies with specifications and other terms and conditions as stated in the RFQ.
5. In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Entity to strictly provide the goods and services stated in the bid form.
6. 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.
7. Price should be valid forty (45) calendar days after the deadline of submission of quotation;
8. The PSA reserves the right to reject any of all bid proposals, or declare the bidding a failure, or not award the contract, and makes no assurance that a contract shall be entered into as a result of this invitation.

BID FORM

Item No.	Item Description and Specification/s	Unit	Qty.	ABC (Unit Price)	ABC (Total Price)	Bid (Unit Price)	Total Bid Amount (VAT Inclusive)	Indicate Brand and Source of Goods (Local or Specify country of origin)
Lot 1	Procurement of various office supplies for replenishment of stocks for the 1st quarter, 2024 of PSA RSSO 06.							
	Ballpen, 0.5 blue	piece	36	7.50	270.00			
	Battery, Size "AA" Alkaline, 2 pcs/pack	pack	12	135.00	1,620.00			
	Battery, Size "AAA" Alkaline, 2 pcs/pack	pack	12	150.00	1,800.00			
	Board Paper, Short, 200gsm, 10's	pack	6	59.00	354.00			
	Board Paper, Long, 200gsm, 10's	pack	6	65.00	390.00			
	Bond Paper, A4, 70gsm, S20	ream	65	245.00	15,925.00			
	Brown Envelope, Long	piece	100	3.00	300.00			
	Certificate Holder, Long	piece	12	45.00	540.00			
	Certificate Holder, Short	piece	12	40.00	480.00			
	Double Sided Tape, 1"	piece	12	35.00	420.00			
	Folder, Long Colored	piece	100	9.00	900.00			
	Record Book, 500 pages	piece	6	120.00	720.00			
	Notebook filler, small	piece	60	13.00	780.00			
	Photo paper A4, 200gsm 10s Glossy	pack	2	80.00	160.00			
	Plastic Twine	roll	10	135.00	1,350.00			
	Push Pin, 50s	pack	2	33.00	66.00			
	Scissor, symmetrical	pair	10	45.00	450.00			
	Sign Pen, energel 0.7 Black	piece	24	105.00	2,520.00			
	Transparent Tape 2"	piece	12	48.00	576.00			
	Bulb, LED 12w	piece	8	175.00	1,400.00			
	Air Freshener, Spray, 8oz	can	15	260.00	3,900.00			
	Dishwashing Liquid, Antibacterial, 250ml	bottle	20	54.00	1,080.00			
	Dishwashing Sponge	piece	24	45.00	1,080.00			
	Fabric Conditioner, 25ml	sachet	72	9.00	648.00			
	Hand Liquid Soap, Pump 500ml	bottle	15	130.00	1,950.00			
	Mop head refill, 500g, made of rayon	piece	2	245.00	490.00			
	Muriatic Acid, 1 liter	bottle	3	120.00	360.00			
	Rag, multipurpose round	piece	20	13.00	260.00			
	Toilet Bowl Cleaner	bottle	6	130.00	780.00			
Epson Ink 003, Black	bottle	24	340.00	8,160.00				
TOTAL =								

After having carefully read and accepted your Terms and Conditions. I/We quote you on the item at prices noted above.

Printed Name/Signature/Position

Date: _____

Name of Company

Tel. No.: _____

Address

Fax No: _____

Email Address: _____