



Republic of the Philippines
PHILIPPINE STATISTICS AUTHORITY
Capiz Provincial Statistical Office
Magallanes St., Roxas City, Capiz

REGIONAL BIDS AND AWARDS COMMITTEE
Tel Nos: (036) 621-0127/ 621-5963

REQUEST FOR QUOTATION (RFQ)

The Philippine Statistics Authority (PSA) Capiz Provincial Statistical Office through its Regional Office Bids and Awards Committee (RO-BAC) will undertake Alternative Mode of Procurement under Section 52.1b (Shopping) for the “Procurement and delivery of Supplies and Materials for 2024 Functional Literacy and Mass Media Survey Training and Enumeration of PSA Capiz Provincial Statistical Office.” Details of the project is as follows:

Name of Project	2024 Functional Literacy and Mass Media Survey (FLEMMS)
Reference	PR No. 2024-0619-09-072
Location	Capiz
Brief Description	Procurement and delivery of Supplies and Materials for 2024 Functional Literacy and Mass Media Survey Training and Enumeration of PSA Capiz Provincial Statistical Office
Quantity	As stated in the bid form
Approved Budget for the Contract (ABC)	P21,370.00
Contract Duration	15 Days

Please quote your lowest price inclusive of VAT on the item/s listed below and submit the **sealed quotation** not later than 1:00 PM of September 24, 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 Capiz Provincial Statistical Office, Magallanes St., Roxas City, Capiz. 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.(036) 621-0127 or 621-5963.


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
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
5. In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants
- 6 The Lowest bidder shall be informed immediately and shall be asked to submit additional requirements within three days after the
7. Please submit Food Menu together with this RFQ.
8. Price should be valid forty (45) calendar days after the deadline of submission of quotation;
9. 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

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)
Procurement and delivery of Supplies and Materials for 2024 Functional Literacy and Mass Media Survey Training and Enumeration of PSA Capiz Provincial Statistical Office								
Lot 1	Bond Paper, (8.5"x13") S20 Premium	ream	15	320.00	4,800.00			
	Bond Paper, (8.5"x11") S20 Premium	ream	15	250.00	3,750.00			
	Eraser, plastic/rubber	piece	30	12.00	360.00			
	Ballpen, black	piece	30	10.00	300.00			
	Pencil	piece	30	12.00	360.00			
	Plastic envelope with handle, legal size	piece	50	80.00	4,000.00			
	Sharpener	piece	50	8.00	400.00			
	Alcohol, 70% Isopropyl, 500 ml	bottle	50	120.00	6,000.00			
	Notebook, 80 leaves	piece	50	28.00	1,400.00			
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

Name of Company

Address

Date: _____

Tel. No.: _____

Fax No: _____

Email Address: _____