



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY



REQUEST FOR QUOTATION

The **Philippine Statistics Authority (PSA)** through the Bids and Awards Committee (BAC), intends to procure **Various HP Toners for Replenishment of Stocks** which shall be undertaken in accordance with **Section 52.1(b) (Shopping)** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, with an Approved Budget of the Contract (ABC) in the amount of **Php 991,790.00** *Nine Hundred Ninety One Thousand Seven Hundred Ninety Pesos*

Please quote your **best offer** for the **item/s described herein**, subject to the Terms and Conditions provided below. Submit your quotation duly signed by you or your duly authorized representative **not later than** MARCH 11, 2024 at 11:00AM through email at bac-secretariat@psa.gov.ph and bacsecretariat.psa@gmail.com

For any clarification, you may contact us at telephone no. **(02) 8374-8263** or email address at gsdprocurement.psa@gmail.com

Minerva Eloisa P. Esquivias
MINERVA ELOISA P. ESQUIVIAS
 Chairperson, Bids and Awards Committee

TERMS AND CONDITIONS

- 1 Bidders shall provide correct and accurate information required in this form.
- 2 Price quotation/s must be valid for a period of **thirty (30) calendar days** from the date of submission.
- 3 Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
- 4 Quotations exceeding the ABC shall be rejected.
- 5 Award of contract shall be made to the lowest calculated and responsive bid (LCRB).
- 6 Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or your duly authorized representative.
- 7 In case of two or more bidders are determined to have submitted the LCRB, the PSA shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning bidder in accordance with GPPB Circular 06-2005.
- 8 The item/s shall be delivered according to the requirements specified in the Purchase Request (PR).
- 9 The PSA shall have the right to inspect and/or test the goods to confirm their conformity to the Technical Specifications.
- 10 Payment shall be made after delivery and upon submission of the required supporting documents, i.e. Order Slip and/or Billing Statement, by the supplier. Our Government Servicing Bank, **Land Bank of the Philippines**, shall credit the amount due to the identified bank of the supplier **not earlier than twenty four (24) hours, but not later than forty eight (48) hours**, upon receipt of our advice. Please note that the corresponding **bank transfer fee**, if any, shall be chargeable to the account of the supplier.
- 11 Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed period shall be imposed per day of delay. The PSA shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Documents to be submitted	Deadline	Remarks
Copy of the 2024 Mayor's/Business Permit and valid PhilGEPS Registration	not later than <u>3/11/24</u> at <u>11:00AM</u>	together with the quotation



Management System
 ISO 9001:2015
 www.tuv.com
 ID 9106640951



PSA Complex, East Avenue, Diliman, Quezon City, Philippines 1101
 Telephone: (632) 8938-5267
www.psa.gov.ph

REQUEST FOR QUOTATION

PR No. 24-02-0161

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows:

Item(s) and Specification(s), minimum	Unit	Quantity	Unit Price	Total Amount (VAT Inclusive)	Compliance with Technical Specifications (pls. check)	
					Yes	No
Various HP Toners for Replenishment of Stocks						
GT52 Cyan	piece	88				
GT52 Magenta	piece	88				
GT52 Yellow	piece	88				
GT53 Black	piece	100				
HP CE314A (HP 126A), Imaging Drum	piece	1				
HP 126A Cyan	piece	1				
HP 126A Magenta	piece	1				
HP 126A Yellow	piece	7				
HP 128A Black	piece	1				
HP 128A Cyan	piece	1				
HP 128A Magenta	piece	1				
HP 12A	piece	4				
HP 19A, Laserjet Imaging Drum	piece	1				
Toner Cartridge, HP CF226A (HP26A), Black Laserjet	piece	5				
Toner Cart, HP CE230A (HP30A), Black	piece	15				
Toner Cart, HP CF232A (HP32A) Imaging Drum	piece	3				
Toner Cart, HP CB436A, Black	piece	2				
Ink Cart, HP 416A (W2040A) Black	piece	14				
Ink Cart, HP 416A (W2041A) Cyan	piece	12				
Ink Cartridge, HP CZ108AA (HP678), Tri-color	piece	1				
Ink Cartridge, HP F6V27AA (HP680), Black	piece	93				
Ink Cartridge, HP F6V26AA (HP680), Tri-color	piece	49				
Toner Cart, HP C416A, Magenta	piece	14				
Toner Cart, HP C416A, Yellow	piece	14				
Toner Cartridge, HP CE255A, Black	piece	4				
Toner Cartridge, HP59A Black Original Laserjet (CF259A)	piece	2				

