



## REQUEST FOR QUOTATION

| procure  | The Philippine Statistics Ar  | uthority (PSA) through the Bids ar        | d Awards Committee (BAC), intends to and Processing Manual (40 pcs x 200 pages) |
|--|---|---|---|
| which shall be undertaken in accordance with       |   |   | Section 53.9 (Small Value Procurement)  |
| of the 20  | 16 Revised Implementing Rules   | and Regulations of Republic Act N         | lo. 9184, with an Approved Budget of the  |
|  |   | 40,000.00                                 | Forty Thousand Pesos  |
|  | Please quote your best offer  | for the item/s described herein           | subject to the Terms and Conditions provided                                    |
| below. Su  | bmit your quotation duly signed   | by you or your duly authorized rep        | resentative not later than  |
| DECEN  |   |   | bac-secretariat@psa.gov.ph  |
|  |   | 12000                                     |   |
| gsdnrocur  | ement.psa@gmail.com   | contact us at telephone no. (02) 8        | 374-8263 or email address at  |
| gaprocur   | ement.psa@gman.com  |   |   |
|  |   |   | MINERVA ELOISA P. ESQUIVIAS   |
|  |   |   | MINERVA ELOISA P. ESQUIVIAS   |
|  |   |   | hairperson, Bids and Awards Committee   |
|  |   | TERMS AND CO                              |   |
| 1  | TERMS AND CONDITIONS  Bidders shall provide correct and accurate information required in this form.   |   |   |
| 2  | Price quotattion/s must be valid for a period of <b>thirty (30) calendar days</b> 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  |   |   |   |
| 7  | Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or your duly authorized representative.  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 |   |   |
| 7  | finally determine the single winning  | bidder in accordance with GRPP Circuit    | KB, the PSA shall adopt and employ "draw lots" as the tie-breaking method to    |
| 8  | finally detrmine the single winning bidder in accordance with GPPB Circular 06-2005.  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 pr  | ejudice to other courses of action and re | mulative amount of liquidated damages reaches ten percent (10%) of the          |
|  |   |   | T   |
|  | Documents to be submitted   | Deadline                                  | Remarks   |
| Copy of the 2024 Mayor's/Business Permit and valid |   | not later than 12/19/29                   |   |
| PhilGEPS Registration                              |   | at  | together with the quotation   |



Address:

Fax No.:

Date:

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows: Total Compliance with Item(s) and Specification(s), minimum Technical Specifications Amount Unit Quantity Unit Price (VAT (pls. check) Inclusive) Yes No Printing of 2024 QSPBI Field Operation and Processing Manual (40 pcs x 200 pages) pcs 40 Specifications: No. of Pages including Cover: 200 Size of paper: 8.25" x 11.75" (A4) Cover Color: Full colors with logo Cover paper: Fold cote, caliper 12 with U.V. Lamination Inside pages: Bookpaper 50, subtance 20 Binding: Symth sewn State of materials: Camera-ready Inside pages: 1 Color, Back to back with book spine at the outside edge of the manual Expected delivery date 23 December 2024 Total amount in words: Printed name of the authorized representative: Signature: Name of Company:

Position:

Mobile No.:

Email address: \_\_\_\_\_