



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

Rental of Monoblock Chairs, Lights & Sound System, LED Wall, and Tent for the Conduct of the Year-End Assessment and Cascading of the Philippine Statistics Authority Central Office on 19 December 2024

which shall be undertaken in accordance with

Section 53.9 (Small Value Procurement) 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 295,200.00

Please quote your best offer for the items 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

DEC 16 2024 at 11:00 AM through email at bac-secretariat@psa.gov.ph

For any clarification, you may contact us at telephone no. (02) 8374-8263 or email address at

psdprocurement.psa@gmail.com

MINERVA ELOISA P. ESQUIVAS

Chairperson, Bids and Awards Committee

TERMS AND CONDITIONS

- Bidders shall provide correct and accurate information required in this form.
- Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
- Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
- Quotations exceeding the ABC shall be rejected.
- Award of contract shall be made to the lowest calculated and responsive bid (LCRB).
- 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 finally determine 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).
- The PSA shall have the right to inspect and/or test the goods to confirm their conformity to the Technical Specifications.
- 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.
- Liquidated damages equivalent to one tenth (1/10) 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 DEC 16 2024 not later than at 11:00 AM	Remarks
Copy of the 2024 Mayors/Business Permit and valid PhilGEPS Registration		together with the quotation
Notarized Omnibus Sworn Statement (OSS)		Upon acknowledgement of the Notice of Award
Supporting documents to be submitted as may be applicable: a. For Sole Proprietorship: - If owner - Notarized OSS - If authorized representative - Notarized Special Power of Attorney and OSS b. For Corporation: - Notarized Secretary's Certificate and OSS - Anyone of the partners, Notarized OSS c. Partnership: - If authorized representative - Notarized Special Power of Attorney and OSS		

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



REQUEST FOR QUOTATION

PR No. 24-12-1317

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

Item(s) and Specification(s), minimum	Unit	Quantity	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (pls. check)	
					Yes	No
Rental of Monoblock Chairs, Lights & Sound System, LED Wall, and Tent for the Conduct of the Year-End Assessment and Cascading of the Philippine Statistics Authority Central Office on 19 December 2024	lot	1				
Rental of Monoblock Chairs for VIPs and Participants -300 pcs -with chair cover (white) -mobilization fee included Duration: one day (19 December 2024) Lights and Sound System -Audio Mixer -6 Microphones -High-end Speakers -Power Amplifiers -LED lights with several colors -PAR lighting -Floodlights -mobilization fee included -provision of operator and technical team -provision for livefeed camera with tripod and videocard -audio connection ready for livestream Duration: one day (19 December 2024)						
Rental of LED Wall -One with dimension of 9ft x 16ft -mobilization fee included -provision of technical staff during the event Duration: one day (19 December 2024) Tent Rental for the Logistical Requirements -one tent with dimensions of 35m x 11.40m -one tent with dimensions of 14m x 11.40m -dome type -with a total of 300-350 capacity -provision of manpower for set up -mobilization fee included Duration: one day (19 December 2024) Other Requirements: -Send Bill Arrangement -We also suggest that the potential suppliers conduct their own on-site verifications for more accurate dimensions based on their equipment. -Feel free to contact the Finance and Administrative Service of PSA for any questions or clarifications.						
Total amount in words:						

Signature:

Printed name of the authorized representative:

Name of Company:

Position:

Email address:

Address:

Fax No.:

Tel. No.:

Mobile No.:

Date: