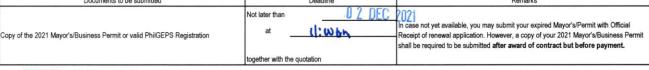


## REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through the Bids and Awards Committee (BAC), intends to

procure	ž		Common-use Office	Supplies								
which shall be undertaken in accordance with			Section 52.1 (b) (Shopping)									
of the 2	2016 Revised Implementir	ng Rules and Regula	ations of Republic Act	No. 9184, with an Approved Budget of the								
Contract (ABC) in the amount of			50 FIFTEEN IN	Thousand Nine Hundred Eighteen and 50/100								
Please quote your best offer for the item/s described herein, subject to the Terms and Conditions provided												
below.	Submit your quotation dul	ly signed by you or y	your duly authorized re	epresentative not later than								
	0 2 DEC 2021 at	11:06h	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												
gsdproc	curement.psa@gmail.com											
				Men ymuas								
				MINERVA EL'OISA P. ESQUIVIAS								
			- 1	hairperson, Bids and Awards Committee								
1	Didden shall provide correct s		ERMS AND CONDITION	is								
1	Bidders shall provide correct ar Price quotattion/s must be valid			to of cultimission								
3	Price quotation/s must be valid  Price quotation/s, to be denomi											
4	Quotations exceeding the ABC		Shull invited	andron revide payment.								
5		ade to the lowest quotation w	which complies with the techr	nical specifications, and other terms and conditions stated herein.								
6	Any interlineations, erasures o	or overwriting shall be valid	only if they are signed or init	tialed by you or your duly authorized representative.								
7	In case of two or more bidders finally detrmine the single winni			shall adopt and employ "draw lots" as the tie-breaking method to								
8	The item/s shall be delivered a	according to the requirement	ents specified in the Purchase	Request (PR).								
9	The PSA shall have the right tr	o inspect and/or test the go	oods to confirm their conform	nity 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 2021 Mayor's/Business Permit or valid PhilGEPS Registration		Not later t PS Registration at		C 2021 In case not yet available, you may submit your expired Mayor's/Permit with Official Receipt of renewal application. However, a copy of your 2021 Mayor's/Business Permit shall be required to be submitted after award of contract but before payment.								









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

## REQUEST FOR QUOTATION PR No. 21-11-1493

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

Aiter having carefully read a	nd accepted the Terms and Conditions, I/ VVe subm	iit our quotation/3	ioi the item	1/3 d3 10110	7773.		
Item(s) a	and Specification(s), minimum	Unit	Quantity	Unit Price	Total Amount (VAT Inclusive)	Compliance with Technical Specifications (pls. check)	
						Yes	No
N-4	70(0101)		04				
Note pad, stick on, 76mi	pad	21					
Note pad, stick on, 50mi	pad	12					
Note pad, stick on, 76mi	pad	30					
Paper, Multicopy, 80gsm	ream	80					
Paper, Multi-Purpose (C	ream	25					
X-X-	X-X-X-X-X-X-X-X-X-X-X						
This procureme	ent project is to be awarded by Lot.						
Total amount in words:							
Printed name of the authorized re	enresentative:				Signature:		
Name of Company:				Position:	<b>-</b> 0 ( <b>5</b> 0		
Address					ess:		
Fax No.:	No.: Tel. No.: Mobile No.:						
Date:							