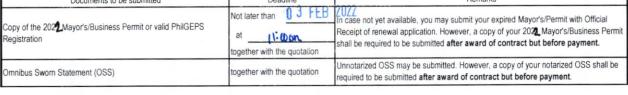


## REQUEST FOR QUOTATION

			tids and Awards Committee (BAC), intends to						
procure			arly Subscription for 50 Members  Section 53.9 Small Value Procurement						
	be undertaken in accordance w								
			Act No. 9184, with an Approved Budget of the						
Contract (A	ABC) in the amount of 384,	000.00	Three Hundred Eighty Four Thousand Pesos Only						
	Please quote your best offer for	or the item/s described he	erein, subject to the Terms and Conditions provided						
below. Sub	omit your quotation duly signed b	y you or your duly authoriz	ed representative not later than						
03	EB 2022 at (1:00)	through email at	bac-secretariat@psa.gov.ph						
	For any clarification, you may o	ontact us at telephone no	(02) 8374-8263 or email address at						
gsdprocure	ment.psa@gmail.com								
			MUNGMIWAN MINERVA ELOISA P. ESQUIVIAS						
			Chairperson, Bids and Awards Committee						
		TERMS AND CO	NDITIONS						
1	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	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 detrmine 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	by the supplier. Our Government Se supplier not earlier than twenty for	ervicing Bank, Land Bank of thur (24) hours, but not later th	required supporting documents, i.e. Order Slip and/or Billing Statement, the Philippines, shall credit the amount due to the identified bank of the an forty eight (48) hours, upon receipt of our advice. Please note that						
11	the corresponding <b>bank transfer fee</b> , if any, shall be chargeable to the account of the supplier.  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 20 Registration	Mayor's/Business Permit or valid PhilGEPS	Not later than 0 3 FEB at 11:00m.	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. 21-12-1699

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

Alter having earcially read and decepted the remis and ea	maneromo, n		. our quote			
Item(s) and Specification(s), minimum		Quantity	Unit Price	Total Amount (VAT Inclusive)	Compliance with Technical Specifications (pls. check)	
				molasive)	Yes	No
Procurement of 12 months Business Grammarly						
subscription for 50 members	months	12				
Inclusions:						
-Spelling, grammar, punctuation						
-Clarity-focused sentence rewrites						
-Tone adjustments						
-Plagiarism detection						
-Word choice						
-Formality level						Pro-
-Fluency						
-Additional advanced suggestions						
-Style guide						
-Snippets						
-Brand tones						
-Analytics dashboard Priority email support						
-Account roles and permissions						
-SAML SSO (for accounts with 50 and up users)						
Total amount in words:		*				
Printed name of the authorized representative:		Signature:				
Name of Company:		Position:				
Address:		Email address:				
Fax No.: Tel. No.:						
Date:						