



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 Janitorial Supplies
which shall be undertaken in accordance with 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 931,959.02 Nine Hundred Thirty One Thousand Nine Hundred Fifty Nine and 02/100

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** 11:00 AM at 11:00 AM through email at bac-secretariat@psa.gov.ph

22 MAR 2022
For any clarification, you may contact us at telephone no. **(02) 8374-8263** or email address at gsdprocurement.psa@gmail.com

Minerva E. 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). To be awarded by lot.
- 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 2022 Mayor's/Business Permit or valid PhilGEPS Registration	Not later than <u>22 MAR 2022</u> at <u>11:00 AM</u> together with the quotation	In case not yet available, you may submit your expired Mayor's/Permit with Official Receipt of renewal application. However, a copy of your 2022 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

GSD-PROCUREMENT SECTION
RECEIVED
Name: Jenny
Date: 3/16 1:30pm

REQUEST FOR QUOTATION

PR No. 22-03-0292

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
AIR FRESHENER, AEROSOL, 280ML/150g min	can	310	₱	₱		
DISINFECTANT SPRAY, aerosol, 400grams min.	can	658	₱	₱		
Sacks 26" x 40" min., " harvester sack" for 50kg to 60kg	piece	58	₱	₱		
Tissue Paper, 2 ply, sacks of 12s	pack	2577	₱	₱		
Insecticide, aerosol type, net content, 600 ml min	can	308	₱	₱		
Waste Basket, non-rigid plastic	piece	92	₱	₱		
Furniture Cleaner, aerosol type	can	243	₱	₱		
Liquid Hand Soap, 500 ml	bottle	517	₱	₱		
Dust Pan, non-rigid plastic	piece	45	₱	₱		
Liquid Hand Sanitizer, 500 ml	bottle	657	₱	₱		
Microfiber Cleaning Cloth	pack	210	₱	₱		
Broom, stick ting-ting	piece	51	₱	₱		
Scouring Powder, Cleanser	can	150	₱	₱		
Sodium Hypochloride/Liquid Bleach	gallon	525	₱	₱		
Spray Gun	piece	90	₱	₱		
Toilet Deodorizer/Deodorant Cake, 100gm	pc.	900	₱	₱		
Toilet Bowl Strip, 3pcs Per box	box	300	₱	₱		
Clog Remover	gallon	150	₱	₱		
Carpet shampoo	gallon	90	₱	₱		
Carpet Gum Aerosol	gallon	30	₱	₱		
Total amount in words:						

Printed name of the authorized representative: _____ Signature: _____

Name of Company: _____ Position: _____

Address: _____ Email address: _____

Fax No.: _____ Tel. No.: _____ Mobile No.: _____

Date: _____