

REQUEST FOR QUOTATION

	NEGOEST ON GOSTATION							
	The Philippine Statistics Authority (PSA) through the Bids and Awards Committee (BAC), intends to							
procure Memo Pad with (CPBI Logo) promotional material which shall be undertaken in accordance with Section 53.9 (Small Value Procurement)								
Contract (A	ABC) in the amount of 10,000.00 Ten Thousand Pesos							
	Please quote your best offer for the item/s described herein, subject to the Terms and Conditions provided							
below. Sub	omit your quotation duly signed by you or your duly authorized representative not later than							
	AUG 2022 at 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							
gsdprocurer	ment.psa@gmail.com							
	$\alpha \alpha \alpha \alpha$							
	Mongmilla							
	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 quotattion/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).							
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	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							
11	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 one percent (1%) of the value of the goods not delivered within the prescribed period							

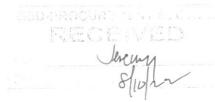
percent (10%) of the amount of the contr	act, without prejudice to oth	ner courses of action and remedies open to it.
Documents to be submitted	Deadline	Remarks
Copy of the 2022 Mayor's/Business Permit or valid PhilGEPS Registration	at 11,000	In case not yet available, you may submit your expired Mayor's/Permit 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.

shall be imposed per day of delay. The PSA shall rescind the contract once the cumulative amount of liquidated damages reaches ten





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



REQUEST FOR QUOTATION PR No. 22-08-1325

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	
Memo Pad with (CPBI Logo) promotional		1		+ +	res	INO
material	piece	200				
specs:						
- Notebook Type: Writing Pad						
- No. of Pages: 50						
- Plain Notepad 4 x6" white Blank memo pad						
- Water mark logo in every page						
See attached sample design	-					
See attached sample design						
				-		
		-		1		
	1					
	_			1		
otal amount in words:						
rinted name of the authorized representative:				Signature:		
lame of Company:			Position:			
Address:			Email addr	ess:		
Fax No.:Tel. No.:	Tel. No.:Mobile No.:					
Date:						

Promotional Material (Memo Pad)

Memo Pad with (CPBI Logo) promotional material

- -Notebook Type: Writing Pad
- -Water mark logo in every page
- -Plain Notepad- 4 x 6" White Blank memo pad

