



**REQUEST FOR QUOTATION**

The **Philippine Statistics Authority (PSA)** through the Bids and Awards Committee (BAC), intends to procure **Rental of Led Wall, Lights and Sounds, Tent, Air Coolers and Chair for the 11th PSA Anniversary Celebration** 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 331,200.00** *Three Hundred Thirty One Thousand Two Hundred Pesos*

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**

SEP 09 2024 at 11:00 AM through email at [bac-secretariat@psa.gov.ph](mailto:bac-secretariat@psa.gov.ph) and

For any clarification, you may contact us at telephone no. **(02) 8374-8263** or email address at [gsdprocurement.psa@gmail.com](mailto: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).
- 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 2024 Mayor's/Business Permit and valid PhilGEPS Registration	not later than <u>SEP 09 2024</u> at <u>11:00 AM</u>	together with the quotation
Notarized Omnibus Sworn Statement (OSS) Supporting document/s 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 c. Partnership: -Anyone of the partners, Notarized OSS -If authorized representative - Notarized Special Power of Attorney and OSS		Upon acknowledgement of the Notice of Award.



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PR No. 24-08-0894

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
<b>Rental of Monoblock Chairs for VIPs and Participants</b>	<b>lot</b>	<b>1</b>				
300 pcs						
with chair cover (white)						
Mobilization fee included						
Duration : one day (12 September 2024)						
<b>Air Coolers</b>	<b>lot</b>	<b>1</b>				
14pcs						
KLF-07B						
220v/60hz						
Wattage: 250watts						
Coverage area: 55sqm						
Airflow: 6000 cubic meters/hour						
Fan type: axial flow/ 3 speeds						
Water consumption: 3-6liters / hour						
Water Storage capacity: about 40 liters						
Dimension: (L) 32" x (W) 17.5" x (H) 69"						
Net weight: 41.5kg						
Mobilization fee included						
Provision of technical staff						
Duration: One day (12 September 2024)						
<b>Lights and Sound System</b>	<b>lot</b>	<b>1</b>				
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						
Duration: one day (12 september 2024)						
<b>Rental of LED Wall</b>	<b>lot</b>	<b>1</b>				
One with dimension of 9ft x 16ft						
Two with dimension of 9ft x 4ft						
mobilization fee included						
provision of technical staff during the event						
Duration: one day (12 September 2024)						
<b>Tent Rental for the Logistical Requirements</b>	<b>lot</b>	<b>1</b>				
one tent with dimensions of 35m x 11.40m						
one tent with dimensions of 14mm x 11.40m						
dome type						
with total of 300-350 capacity						
Provision of manpower for set up						
mobilization fee included						
Duration: One day (12 September 2024)						

<b>Other Requirements:</b>						
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 Planning Management Service of PSA for any questions or clarifications.						
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: \_\_\_\_\_