



Republic of the Philippines  
**PHILIPPINE STATISTICS AUTHORITY**  
Regional Statistical Services Office No. 6  
Iznart St., Iloilo City

**REGIONAL BIDS AND AWARDS COMMITTEE**


Tel Nos: (033) 335-0316, 335-0907

**REQUEST FOR QUOTATION (RFQ)**

The Philippine Statistics Authority (PSA) Regional Statistical Services Office VI through its Regional Office Bids and Awards Committee (RO-BAC) will undertake Negotiated Procurement under Section 53.90 (Small Value Procurement), "Procurement of Printing of Appointment Slip, Riso Printing of Health Form Survey, Book Binding Services and materials for PhilSys use of PSA Antique Provincial Statistical Office. Details of the project is as follows:

<b>Name of Project</b>	Procurement of Printing of Appointment Slip, Riso Printing of Health Form Survey, Book Binding Services and materials for PhilSys use of PSA Antique PSO.
<b>Reference</b>	PR No. 2020-
<b>Location</b>	Antique
<b>Brief Description</b>	Procurement of Printing of Appointment Slip, Riso Printing of Health Form Survey, Book Binding Services and materials for PhilSys use of PSA Antique PSO.
<b>Quantity</b>	Lot 1
<b>Approved Budget for the Contract (ABC)</b>	Php 90,362.50
<b>Contract Duration</b>	7 days

Please quote your lowest price inclusive of VAT on the item/s listed below and submit the **sealed quotation** not later than 9:00 A.M. of December 9, 2020 to be opened on the same day at 10:30 A.M., subject to the Terms and Conditions attached herewith. Submit your quotation duly signed by your representative to the Administrative Section, PSA Regional Statistical Services Office No. 6, 2<sup>nd</sup> Floor, J. Villanueva Bldg., Iznart St., Iloilo City. Address your quotation to Bids and Awards Committee, Attn: BAC Secretariat. Interested Bidders may obtain further information from the BAC Secretariat at Tel. No.(033) 335-0316 or (033) 335-0907.

  
**WILLIAM C. JARO**  
BAC Chairperson

- 1 All entries must be **typewritten/printed legibly**. Any alterations, erasures or overwriting shall be signed or initialed by the person authorized to sign the quotation. Failure to use this form will result to disqualification of your bid.
- 2 Late submission of quotation shall not be accepted.
- 3 Bids exceeding the ABC shall be disqualified.
- 4 Award of contract shall be made to the Lowest Calculated Responsive Quotation (LCRQ), and complies with specifications and other terms and conditions as stated in the RFQ.
- 5 In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Entity to strictly provide the goods and services stated in the bid form.
- 6 The Lowest bidder shall be informed immediately and shall be asked to submit additional requirements within three days after the opening of bids or during post qualification.
- 7 Price should be valid forty (45) calendar days after the deadline of submission of quotation;
- 8 The PSA reserves the right to reject any of all bid proposals, or declare the bidding a failure, or not award the contract, and makes no assurance that a contract shall be entered into as a result of this invitation.

**BID FORM**

Item No.	Item Description and Specification/s	Unit	Qty.	ABC (Unit Price)	ABC (Total Price)	Bid (Unit Price)	Total Bid Amount (VAT Inclusive)
	<b>Procurement of Printing of Appointment Slip, Riso Printing of Health Form Survey, Book Binding Services and materials for PhilSys use of PSA Antique PSO.</b>						
	Printing Sticker A4 Glossy	set	60	25.00	1,500.00		
	Printing Appointment Slip	ream	49	650.00	31,850.00		
	Printing Sticker A4 Matte	set	50	43.25	2,162.50		
	Riso Printing Health Survey Form	ream	65	720.00	46,800.00		
	Binding	pc	230	35.00	8,050.00		
	<b>Total</b>				<b>90,362.50</b>		

After having carefully read and accepted your Terms and Conditions. I/We quote you on the item at prices noted above.

\_\_\_\_\_ Printed Name/Signature/Position

\_\_\_\_\_ Name of Company

\_\_\_\_\_ Address

Date: \_\_\_\_\_

Tel. No.: \_\_\_\_\_

Fax No: \_\_\_\_\_

Email Address: \_\_\_\_\_