



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 Bids and Awards Committee (BAC) will undertake Negotiated Procurement under Section 53.9 (Small Value Procurement) for the "Procurement of Pen Holder Token for 2019 ASPBI/ 2019 SICT and 2020 OWS/ 2019 ISLE of PSA Iloilo Provincial Statistical Office". Details of the project is as follows:

<b>Name of Project</b>	Procurement of Pen Holder Token for 2019 ASPBI/ 2019 SICT and 2020 OWS/ 2019 ISLE of PSA Iloilo Provincial Statistical Office
<b>Reference</b>	LR No.:2020-11-128
<b>Location</b>	Iloilo City
<b>Brief Description</b>	Procurement of Pen Holder Token for 2019 ASPBI/ 2019 SICT and 2020 OWS/ 2019 ISLE of PSA Iloilo Provincial Statistical Office
<b>Quantity</b>	800 pcs
<b>Approved Budget for the Contract (ABC)</b>	Php248,000.00
<b>Contract Duration</b>	20 Days

Please quote your lowest price inclusive of VAT on the item/s listed below and submit the sealed quotation not later than 09:00 A.M. on December 19, 2020 to be opened on the same day at 10:00 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 6, 2nd Floor, J. Villanueva Bldg., Iznart St., Iloilo City. Address your quotation to Bids and Awards Committee, Attn: FAC Secretariat. Interested Bidders may obtain further information from the BAC Secretariat at Tel. No. (033) 335-0316 or (033) 335-0907.

  
**WILLIAM G. JARO**  
BAC Chairperson

**Terms and Conditions:**

- 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)
	<p><b>Pen Holder Token for 2019 ASPBI/ 2019 SICT and 2020 OWS/ 2019 ISLE of PSA Iloilo Provincial Statistical Office</b></p> <p><b>Pen Holder</b>                      Dimension: 3in x 3in x 4 in                      Materials: Acrylic                      Color: Wood Brown with Gold Name Plate                      Additional Requirements: with PSA Name and Logo                      *Please see attached design</p>	pc	800	310.00	248,000.00		
	<b>TOTAL</b>				248,000.00		

<p>_____</p> <p align="center">Printed Name/Signature/Position</p>	<p>Date: _____</p>
<p>_____</p> <p align="center">Name of Company</p>	<p>Tel. No.: _____</p>
<p>_____</p> <p align="center">Address</p>	<p>Fax No: _____</p>
	<p>Email Address: _____</p>