

## **REQUEST FOR QUOTATION**

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake alternative mode of procurement, **(shopping, small value, etc.)** for <u>Personalized</u> <u>Journal Notebook.</u>

Name of Project	Supply and Delivery of Personalized Journal Notebook
Solicitation	PR No. MAS-18-10-160
Location	Metro Manila
Brief Description	Procurement of Goods
Quantity	See attached Bid Form
Approved Budget for the	
Contract (ABC)	₱ 209,000.00
Contract Duration	

Please quote your **lowest price** on the item/s listed below and submit personally your **SEALED QUOTATION not later than 5:00 pm on <u>November 7, 2018</u> at the General Services Division, 11<sup>th</sup> FIr., Cyberpod One Enton Centris, Diliman, Quezon City.** 

BAC Chairperson

#### Terms and Conditions:

- 1. Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
- 2. All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
- 3. Late submission of quotation shall not be accepted.
- 4. Bids exceeding the ABC shall be disqualified.
- 5. 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.
- 6. Award of contract shall be made to the lowest quotation, and complies with the specifications and other terms and conditions as stated in the RFQ.
- 7. Terms of Payment shall be made through check payable to the supplier.
- 8. The PSA reserves the right to reject any or all bid proposals, or declares the bidding a failure, or not to award the contract, and makes no assurance that a contract shall be entered into as a result of this invitation.

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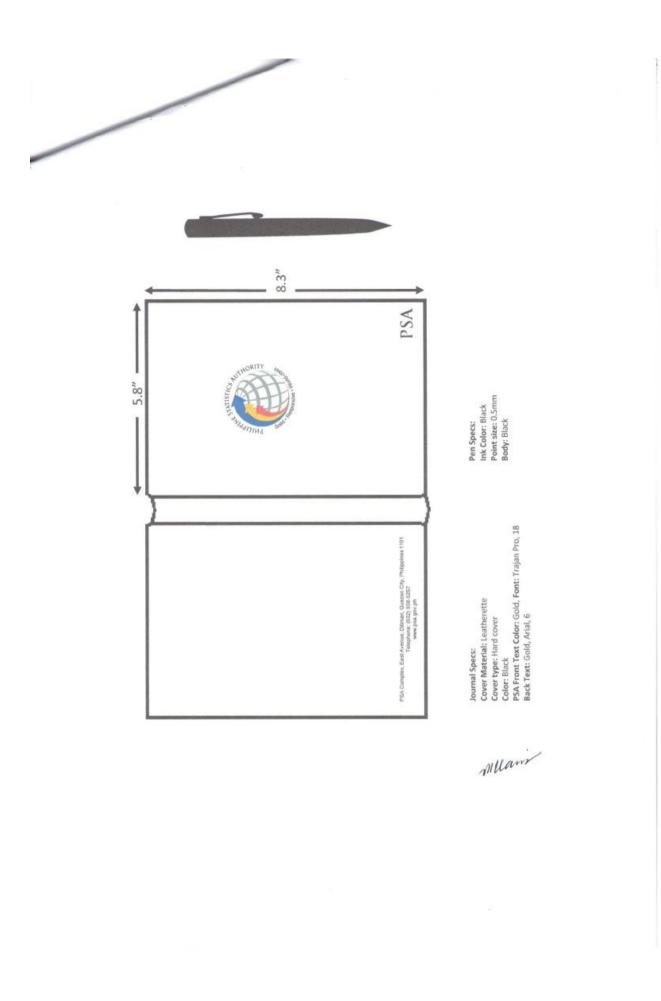
#### **BID FORM**

Item/s and specification/s (minimum)		Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check) YES NO	
Personalized Journal Notebook with Pen					()	
Specifications:	pcs	-380-	₱	₽	()	()
Journal Notebook						
Size: 5.8" x 8.3"						()
<b>Binding:</b> thread and glue <b>Cover:</b> 4/0 full color cover with personalized design					()	()
Cover Material: Leatherette					()	()
Cover Type: hard cover					()	( )
<b>Features:</b> with garterized cord, ribbon as book					()	()
mark, elastic pen loop and with business						
card slot						
Number of sheet: 100 sheets (with PSA notes)					()	()
Paper weight: 100 gsm					()	()
Paper stock: econo text (Soft cream)					()	( )
Sheet Style: with lines and PSA design					( )	( )
Front Page Design: GRDP Infographics					()	()
Design: to be provided						()
Pen:					()	()
Ink color: Black					l ( )	()
Point size: 0.5mm				Total amount in	()	( )
Body: Black				words:	()	()
Delivery date: on or before 12 November 2018						
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For MAS-PAD use						

Other Requirements:

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

Printed Name of authori	ized representative/Sigi	nature	
Position:			
Name of Company			
Address:		Email Address:	
Fax No	Tel No.:	Cellphone No	
Date:			



# **GRDP** Infographics Design

