



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS

REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake alternative mode of procurement, (**small value**) Goods

Name of Project	Office Supplies-Accounting Division
Solicitation	FAS 18-04-149
Location	Quezon City
Brief Description	Procurement of Goods.
Quantity	See attached bid form.
Approved Budget for the Contract (ABC)	P68,772.50
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 **June 18, 2018** at the General Services Division, 11th Floor, Cyberpod One Eton Centris, Diliman, Quezon City.

BAC Secretariat

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.

BID FORM

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
820 PGBK Canon IP4680	box	5	P _____	P _____		
HP Laser Jet P2035 CE505AC	unit	5	P _____	P _____		
Puncher-Heavy Duty 2 Holes 150 sheets in one punch capacity, Hallow punch head technology requires less force, Built-in paper guide offers easy positioning and punching, Oversize handle easy drilling holes. Diameter hole:6mm, hole distance:80mm, Insert Depth: 12mm	unit	2	P _____	P _____		
0387 Heavy duty Stapler Black 80 sheets stapling capacity	unit	2	P _____	P _____		
Tape Dispenser Table top	unit	3	P _____	P _____		
Stamp Pad Ink (Black)	bot	15	P _____	P _____		
Staples HD-3LS 17mm (1217 FaH) Crown width 12mm LEG length 17mm	box	20	P _____	P _____		
Staple Remover, plier type	pc	24	P _____	P _____		
Hardbound data Folder 3" x 9 ^{1/2} " x 15" (red)	ea	300	P _____	P _____		
Stapler, heavy duty 26/6	unit	6	P _____	P _____		
x-x-x-x-x-x-x-x-x-x-xx-x-x For Accounting Division use				Total Amount in words _____ _____ _____		

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 authorized representative/Signature _____

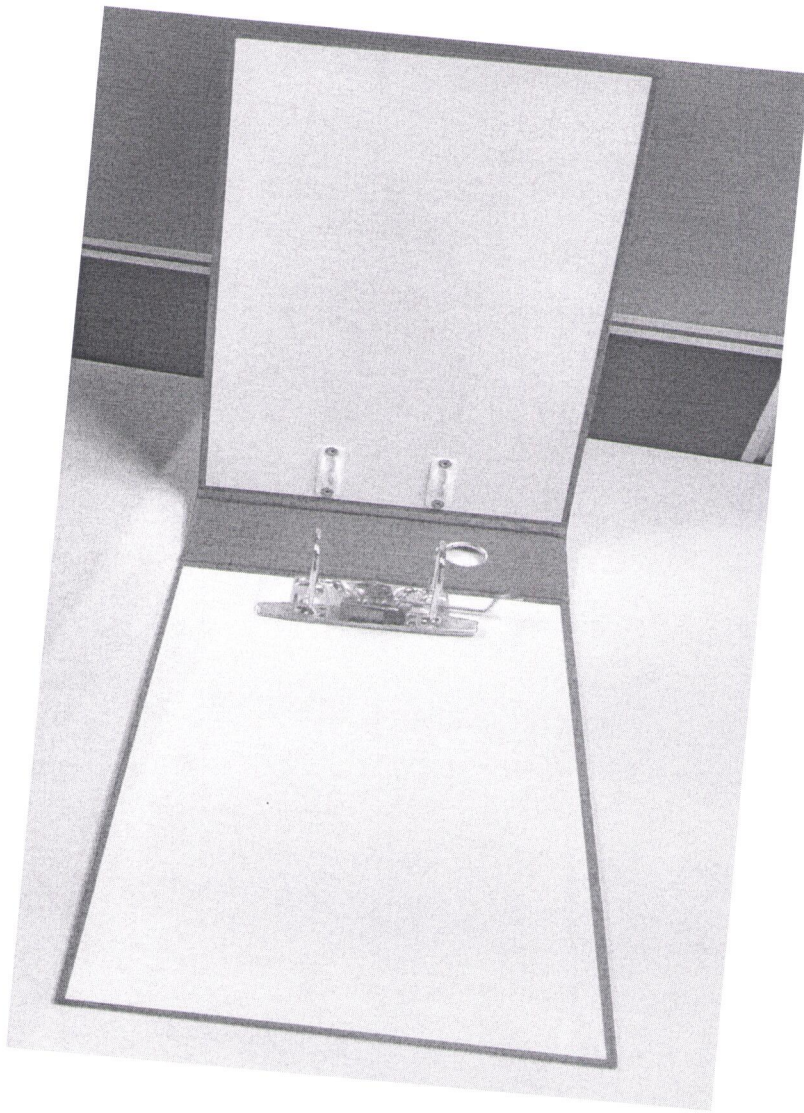
Position: _____

Name of Company _____

Address: _____ Email Address: _____

Fax No. _____ Tel No.: _____ Cellphone No. _____

Date: _____



Hardbound Data Folder

3" x 9¹/₂" x 15" RED

