



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**

RSSO XIII (Caraga)

**REQUEST FOR QUOTATION**



The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake the procurement of **Computer Desks and Chairs for Community-Based Monitoring System, 2022 Census of Agriculture and Fisheries (CAF) and Integrated Map Processing in Dinagat Islands**

<b>Name of Project</b>	Community-Based Monitoring System, 2022 Census of Agriculture and Fisheries (CAF) and Integrated Map Processing
<b>Solicitation</b>	PDI RFQ No. 2023-11-001
<b>Reference Number</b>	PDI PR No. 2023-10-112
<b>Location</b>	PSA-Province of Dinagat Islands
<b>Brief Description</b>	Refer to Specification/Table below
<b>Quantity</b>	Refer to table below
<b>Mode of Procurement</b>	Small Value Procurement
<b>Approved Budget for the Contract (ABC)</b>	Lot 1:Php132,000.00, Lot 2: Php60,000.00
<b>Date of Delivery</b>	Within 20 days after receipt of Purchase Order

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than **8:00 A.M on November 16, 2023** the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

**BERNADETH I. BONACHITA**  
RBAC 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. Terms of Payment shall be made through check payable to the supplier.
6. Please submit/update your registration with the PSA (please disregard if you have already submitted/updated your registration with us), if none yet, submit, together with your quotation the photocopy of your Municipal and business permit, BIR Certificate of Registration, Phil. Government Electronic Procurement System (PhilGEPS) Registration, and Omnibus Sworn Statement (for 50k and above) and/or current Income Tax Return (for 500k and above).
7. 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.
8. 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.
9. 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

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
<b>In Lot: Computer Desks and Chairs for Community-Based Monitoring System, 2022 Census of Agriculture and Fisheries (CAF) and Intergrated Map Processing in Dinagat Islands</b>						
<b>Lot 1:</b>						
<b>Computer Desk</b>	pc	12	₱ _____	₱ _____		
Material: Metal top and Metal Frame						
Width: 2ft x 4ft						
Height: 2.5 ft						
Color: Cream						
<b>Lot 2:</b>						
<b>Computer/Office Chair</b>	pc	24	₱ _____	₱ _____		
Material: PVC with Metal Frame						
Width: 480mm x 450mm						
Height: 930mm						
Color: Black						
<b>TOTAL AMOUNT IN FIGURES:</b>						
<b>TOTAL AMOUNT IN WORDS:</b>						

**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: \_\_\_\_\_

EmailAddress: \_\_\_\_\_

Fax No. \_\_\_\_\_ Tel No. \_\_\_\_\_

Cellphone No. \_\_\_\_\_

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