



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 on the **POLO SHIRTS FOR 10TH PSA ANNIVERSARY CELEBRATION**

Name of Project	POLO SHIRTS FOR 10TH PSA ANNIVERSARY CELEBRATION
Solicitation	RSSO RFQ NO.2023-08-12
Reference Number	RSSO PR No. 2023-08-261
Location	PSA - RSSO XIII
Brief Description	Refer to Specification/Table below
Quantity	Refer to table below
Mode of Procurement	NP-Small Value Procurement
Approved Budget for the Contract (ABC)	Php 99,500.00
Date of Delivery	on or before September 6, 2023

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than 10:00 A.M on **August 18, 2023** the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

BERNADETH M. BONACHITA
 RBAC Vice-Chairperson

Terms and Conditions:

- Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
- All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
- Late submission of quotation shall not be accepted.
- Bids exceeding the ABC shall be disqualified.
- Terms of Payment shall be made through check payable to the supplier.
- 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)**.
- 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.
- 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.
- 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
2023 PSA 10th Anniversary Polo Shirt In Lot: PSA - RSSO XIII - CARAGA Employees POLO SHIRT - Full Sublimation Allocation for Regional and Provincial Offices (for packaging) For PSA - Regional Office (59 pcs) For PSA - AGUSAN DEL NORTE (34 pcs.) For PSA - AGUSAN DEL SUR (25 pcs) For PSA - SURIGAO DEL NORTE (37 pcs) For PSA - SURIGAO DEL SUR (26 pcs) For PSA - DINAGAT ISLANDS (18 pcs) Please see attached design and sizes	pc	199	P _____	P _____		
TOTAL AMOUNT IN FIGURES:				P _____		
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: _____ EmailAddress: _____
 Fax No. _____ Tel No. _____ Cellphone No. _____
 Date: _____

- 1 #41043f
- 2 #a6298f
- 3 #fbe2e5

PSA 10th Anniversary Official Polo Shirt Design

FRONT

BACK



Logo height: 2.5 inches

Text Actual size: 0.6 inches

SIZES	LADIES	RSSO	ADN	ADS	SDN	PDI	SDS	TOTAL	
XTRA SMALL		2							2
SMALL		14	11	4	4				33
MEDIUM		9	3	5	11				28
LARGE		3	5	4	3				15
XLARGE		4		1	4				9
2XL					2				2
TOTAL									89

SIZES	MENS	RSSO	ADN	ADS	SDN	PDI	SDS	TOTAL	
XTRA SMALL						1	2		3
SMALL		1	4			2	2		9
MEDIUM		9	8	8	3	5	10		43
LARGE		13	2	1	6	8	12		42
XLARGE		1	1	2	3				7
2XL		3			1	2			6
TOTAL			27	15	11	13	18	26	110