





REPUBLIC OF THE PHILIPPINES  
PHILIPPINE STATISTICS AUTHORITY

**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 **Training Kits (Bags, Ballpens, Notebook)**. Details of the procurement are as follows:

<b>Name of Project</b>	<b>Quarterly Survey of Philippine Business and Industry (QSPBI) and Survey on Information and Communication Technology (SICT) Respondents Forum</b>
<b>Solicitation No.</b>	<b>PR-ESSS02-19-07-00008</b>
<b>Location</b>	Metro Manila
<b>Brief Description</b>	<b>Training Kits for the Quarterly Survey of Philippine Business and Industry (QSPBI) and Survey on Information and Communication Technology (SICT) Respondents Forum</b>
<b>Quantity</b>	See attached Bid form.
<b>Approved Budget for the Contract (ABC)</b>	<b>P 100,000.00</b>
<b>Date of Delivery</b>	

Please quote your lowest price on the item/s listed on the next page and submit the quotation not later than 11:00 am on August 14<sup>th</sup>, 2019 addressed to **General Services Division, 11<sup>th</sup> Flr., Cyberpod One Eton Centris, Diliman, Quezon City.**

  
**MINERVA ELOISA P. ESQUIVIAS**  
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 and/or proposal.
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.

**PHILIPPINE STATISTICS AUTHORITY  
REQUEST FOR QUOTATION**  
Fax no.: 374-82-83/ 374-82-62

**BID FORM**

Item(s) and specification(s)  Minimum	Unit	Qty.	Unit Price	Total Amount  (VAT inclusive)	Compliance with Technical Specifications (pls. check)	
					Yes	No
<b>Training Kits for the Quarterly Survey of Philippine Business and Industry (QSPBI) and Survey on Information and Communication Technology (SICT) Respondents Forum</b>  <b>Bag:</b> <b>Specification: Crossbody bag, messenger bag, tote bag, shoulder bag</b> <b>Dimensions: 42cm (L) x 13cm (W) x 30cm (H) / 16.53"(L) x 5.11"(W) x 11.81"(H)</b> <b>Material: Washed Thick Canvas</b> <b>With colored logo: QSPBI and PSA logo at lower right of the bag</b> <b>Features:</b> -can fit F4 bond paper, umbrella, etc. -16 A canvas, with zipper -Inside 1 zipper pocket, 1 cell pocket, 1 money pocket -High quality thick canvas -Color: Black	pcs	200	₱ _____	₱ _____	( )	( )
<b>Ballpen:</b> -black -with printed QSPBI logo	pcs	200	₱ _____	₱ _____	( )	( )
<b>Notebook –A6, Line:</b> -spiral -size: 11.5 x 14 cm -60 leaves -with printed QSPBI logo and theme in the front/ cover page -with contact information of PSA with TUV logo at the last page  <i>NOTE: Please Attach (Mayor's Permit, Tax Clearance, DTI or SEC, PhilGEPS Registration Number, and Omnibus Sworn Statement)</i>	pcs	200	₱ _____	₱ _____	( )	( )
				Total amount in words: _____ _____ _____		

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: \_\_\_\_\_