



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 **Printing Services**. Details of the procurement are as follows:

Name of Project	Printing and Shipment of the 2018 Input – Output Survey of Philippine Business and Industry (IOSPBI) Data Processing Manual
Solicitation	PR-ESSS03-19-04-00003
Location	Metro Manila
Brief Description	Printing and Shipment of the 2018 Input – Output Survey of Philippine Business and Industry (IOSPBI) Data Processing Manual
Quantity	See attached Bid form.
Approved Budget for the Contract (ABC)	₱ 326,128.00
Date of Delivery	

Please quote your lowest price on the item/s listed on the next page and submit the sealed quotation not later than 11:00 am on April 22, 2019 personally at the **General Services Division, 11th Flr., Cyberpod One Eton Centris, Diliman, Quezon City**. Address your quotation to GSD-PSS.

DAISY S. ADLAWAN
Officer-In-Charge
General Services Division

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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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
Printing and Shipment of the 2018 Input – Output Survey of Philippine Business and Industry (IOSPBI) Data Processing Manual Specifications: <ul style="list-style-type: none"> • Number of pages including cover: 240 • Size of paper: 8x5" x 11"; Cover color: Full colors with logo • Cover paper: Foldcote, caliper 12 with U.V. lamination • Inside pages: Bookpaper 50, substance 20 • Binding: Symthe sewn • State of materials: Camera-ready • Inside pages: 1 Color, back to back • With book spine at the outside edge of the manual Shipment Specifications: <ul style="list-style-type: none"> • Freight Services to PSA Regional Offices Nationwide thru FASTEST MEANS except NCR and CENTRAL OFFICE • Estimated weight per piece = 0.5kg (500 grams) • Estimated total weight = 800kgs Must be received by PSA Offices on 22 May 2019 Please see attachment for the list of addresses with the corresponding number of allocated manuals (All manuals will be delivered to Regional Offices. Manuals for provinces should be packed individually and sent to respective Regional Offices.)	cps	1000	₱ _____			
	kg	804	₱ _____			
				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: _____