

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 <u>Office Supplies and Consumables</u>. Details of the procurement are as follows:

Name of Project	Toner Ink Cartridge				
Solicitation No.	PR-ESSS05-20-02-00003				
Location	Metro Manila				
Brief Description	Procurement of Toner Cartridge for the use of CSD for the 1 st Quarter FY 2020				
Quantity	See attached Bid form.				
Approved Budget for the Contract (ABC)	₱ 75,300.00				
Date of Delivery					

Please quote your lowest price on the item/s listed on the next page and submit the quotation manually to the BAC Secretariat, 11th FIr., Cyberpod One Eton Centris, Diliman, Quezon City or through facsimile number 374-8283 or email to gsd.staff@psa.gov.ph not later than 10 00 AM/PM on 12 0 FEB 2020 . Kindly address your quotation to the Bids and Awards Committee.

MINGMIWAS

MINERVA ELOISA P. ESQUIVIAS

BAC Vice 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)	Unit	Qty.	Unit Price	Total Amount	Compliance with Technical Specifications (pls. check)			
Minimum				(VAT inclusive)	Yes		N	No
Consumables:								
Printer Toner for Laser HP model 2035 (CE505AC)	cart	7	₱	₽	()	()
Ink Cart, HP C8767WA, (HP96), Tri-color	cart	1	₱	₱	()	()
HP LaserJet Imaging Drum, CE314A	cart	5	₽	₽	()	()
Toner Ink Cartridge – HP CF 280A	cart	1	₱	₱	()	()
Ink Bottle, EPSON M200, C13T774100, Black 140ml	bottle	3	₽	₽	()	()
NOTE: Please Attach (Mayor's Permit, BIR Tax Cert., DTI or SEC, Omnibus Sworn Statement and PhilGEPS Registration Number)				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._______