



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 **Common-use supplies**. Details of the procurement are as follows:

Name of Project	Implementation of activities of Information Technology Dissemination Service
Solicitation No.	PR-ITDS00-19-10-00003
Location	Metro Manila
Brief Description	Procurement of common-use supplies for the implementation of activities of Information Technology Dissemination Service
Quantity	See attached Bid form.
Approved Budget for the Contract (ABC)	₱ 337,464.14
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 Flr., Cyberpod One Eton Centris, Diliman, Quezon City** or through facsimile number 374-8283 or email to gsd.staff@psa.gov.ph not later than 11:00 AM/PM on **DEC 23 2019** Kindly address your quotation to the Bids and Awards Committee.


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.

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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
-Alcohol, ethyl 68%-70%, scented, 500ml (-5ml)	bottle	500	₱ _____	₱ _____	()	()
-Rechargeable batteries (AA)>2000mAh, 4pcs/pack	pack	30	₱ _____	₱ _____	()	()
-Rechargeable batteries (AAA)>800mAh, 4pcs/pack	pack	40	₱ _____	₱ _____	()	()
-Smart and quick battery charger for AA and AAA	unit	3	₱ _____	₱ _____	()	()
-Lithium battery for motherboard	pack	1	₱ _____	₱ _____	()	()
-Rags, all cotton, 32 pieces per kilogram min	kilo	100	₱ _____	₱ _____	()	()
-Clip, backfold, all metal, clamping:19mm(-1mm)	set	8	₱ _____	₱ _____	()	()
- Clip, backfold, all metal, clamping:25mm(-1mm)	set	40	₱ _____	₱ _____	()	()
- Clip, backfold, all metal, clamping:32mm(-1mm)	set	40	₱ _____	₱ _____	()	()
-Clip, backfold, all metal, clamping:50mm(-1mm)	set	40	₱ _____	₱ _____	()	()
-Correction tape, film base type,UL 6m min	pc	60	₱ _____	₱ _____	()	()
-Cutter knife, for general purpose	pc	10	₱ _____	₱ _____	()	()
-Puncher, paper, heavy duty, with two hole guide	pc	3	₱ _____	₱ _____	()	()
-Tape dispenser, table-top, for 24mm width tape	pc	4	₱ _____	₱ _____	()	()
-Sign pen, Black, liquid/gel ink, 0.5mm needle tip	pc	40	₱ _____	₱ _____	()	()
- Sign pen, Blue, liquid/gel ink, 0.5mm needle tip	pc	40	₱ _____	₱ _____	()	()
- Sign pen, Red, liquid/gel ink, 0.5mm needle tip	pc	10	₱ _____	₱ _____	()	()
- Sign pen, Red, liquid/gel ink, 0.7mm needle tip	pc	5	₱ _____	₱ _____	()	()
-Water dispenser	pc	1	₱ _____	₱ _____	()	()
-Workshop cart for food and materials (heavy duty 3 layers)	pc	1	₱ _____	₱ _____	()	()
-Steel rack, 7 layer, gray, adjustable, open type	pc	1	₱ _____	₱ _____	()	()
-Ballpen, Black	pc	50	₱ _____	₱ _____	()	()
-Ballpen, Blue	pc	50	₱ _____	₱ _____	()	()
-Ballpen, Red	pc	15	₱ _____	₱ _____	()	()
-Double adhesive tape (1 inch)	pc	20	₱ _____	₱ _____	()	()
-Double adhesive tape (2 inch)	pc	20	₱ _____	₱ _____	()	()
-Post it mini flag (Sign Here)	pc	20	₱ _____	₱ _____	()	()
-Duct tape 24mmX8.2m	pc	5	₱ _____	₱ _____	()	()
-Duct tape 48mmX8.2m	pc	5	₱ _____	₱ _____	()	()
-Glassboard 5ftX5ft	pc	1	₱ _____	₱ _____	()	()
-Glassboard 3/8" x 50" x 80" with mounting kit	unit	1	₱ _____	₱ _____	()	()
-Whiteboard colored magnet per pack	pack	20	₱ _____	₱ _____	()	()
-Water based oil scent for air purifier, 100ml	btl	4	₱ _____	₱ _____	()	()
-Cleaner, LCD monitor, liquid	bottle	4	₱ _____	₱ _____	()	()
-Handwash liquid soap	bottle	4	₱ _____	₱ _____	()	()
-Humidifier	unit	2	₱ _____	₱ _____	()	()
-Puncher 3 hole	pc	1	₱ _____	₱ _____	()	()
-Corkboard 2.5X3, with frame	unit	2	₱ _____	₱ _____	()	()
-Push pin (assorted color, 50 pcs per box)	box	5	₱ _____	₱ _____	()	()
-Post-it Arrow flags (100 flags/11.9mmX43.2mm/3s per set)	set	20	₱ _____	₱ _____	()	()
-Post-it Sign Here	set	20	₱ _____	₱ _____	()	()
-Double sided tape 1" no foam	pc	14	₱ _____	₱ _____	()	()
-Double sided tape 2" no foam	pc	16	₱ _____	₱ _____	()	()
-Double mounting with foam	pc	15	₱ _____	₱ _____	()	()
-N95 face mask with ear loop (20 pcs/box)	box	5	₱ _____	₱ _____	()	()
-Magnetic button	box	2	₱ _____	₱ _____	()	()
-Magnetic sheet 216mmx279mm	pc	5	₱ _____	₱ _____	()	()
-Three ring binder	pc	10	₱ _____	₱ _____	()	()
-Latex gloves (100 pcs/box)	box	2	₱ _____	₱ _____	()	()
-LED Monitor 55"	unit	1	₱ _____	₱ _____	()	()
-Sticker paper (satin)	piece	100	₱ _____	₱ _____	()	()
-Sticker paper A4 80 gsm matte	piece	100	₱ _____	₱ _____	()	()
-all purpose dirt and stain remover for wood, glass, leather,plastic, etc.	pc	20	₱ _____	₱ _____	()	()
-Super Glue	bottle	20	₱ _____	₱ _____	()	()
-Rugby	bottle	5	₱ _____	₱ _____	()	()
-Extension cord, 5 sockets, 5 meters	pc	3	₱ _____	₱ _____	()	()
-RJ45	pc	3000	₱ _____	₱ _____	()	()
-CMOS Battery CR2032	pc	50	₱ _____	₱ _____	()	()
-Microwave oven	unit	1	₱ _____	₱ _____	()	()
<i>NOTE: Please Attach Mayor's Permit, BIR Tax Cert., DTI or SEC, and PhilGEPS Registration Number</i>				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: _____