



REPUBLIC OF THE PHILIPPINES  
PHILIPPINE STATISTICS AUTHORITY

REQUEST FOR QUOTATION<sup>1</sup>

The **Philippine Statistics Authority (PSA)**, through its Bids and Awards Committee, intends to procure **Services of a Certifying Body for ISO 9001:2015**, which will be undertaken in accordance with **Section 53.9 (Small Value Procurement)** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, with an Approved Budget of the Contract (ABC) in the amount of **Seven Hundred Eighty-Five Thousand Pesos (PhP785,000.00)**.

Please quote your **best offer** for the **item/s described herein**, subject to the Terms and Conditions provided below. Submit your quotation duly signed by you or your duly authorized representative **not later than November 2020 at 11:00 A.M.** through email at **bac-secretariat@psa.gov.ph**.

For any clarification, you may contact us at telephone no. **(02) 8374-8283** or email address at **bac-secretariat@psa.gov.ph**.

  
**MINERVA ELOISA P. ESQUIVIAS**  
Chairperson, Bids and Awards Committee

**TERMS AND CONDITIONS**

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of **thirty (30) calendar days** from the date of submission.
3. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and conditions stated herein.
6. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the PSA shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The PSA shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. Payment shall be made after delivery and upon the submission of the required supporting documents, i.e. Order Slip and/or Billing statement, by the supplier. Our Government Servicing Bank, i.e. the Land Bank of the Philippines, shall credit the amount due to the identified bank account of the supplier **not earlier than twenty four (24) hours, but not later than forty-eight (48) hours**, upon receipt of our advice. Please note that the **corresponding bank transfer fee, if any, shall be chargeable to the account of the supplier**.
11. Liquidated damages equivalent to one tenth of one percent (0.001) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The PSA shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

The following documents are likewise required to be submitted on the specified deadlines:

Document	Deadline	Remarks
Copy of 2020 Mayor's or Business Permit and Valid PhilGEPS Registration (Platinum Membership) and Income Tax Return	Not later than _____ November 2020 at 11:00 A.M. (together with quotation)	In case not yet available, you may submit your expired Business or Mayor's permit with Official Receipt of renewal application, however, a copy of your 2020 Business and Mayor's Permit shall be required to be submitted <b>after award of contract but before payment</b> .
Notarized Omnibus Sworn Statement (GPPB-prescribed form)	Prior to award	If unable to have the document notarized, you may submit an unnotarized Omnibus Sworn Statement, subject to compliance therewith after award of contract but before payment.

<sup>1</sup> As of 02 October 2020



Management System  
ISO 9001:2015  
www.tuv.com  
ID 9108640931



PSA Complex, East Avenue, Diliman, Quezon City, Philippines 1101  
Telephone: (632) 8938-5267  
[www.psa.gov.ph](http://www.psa.gov.ph)

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

Item(s) and specification(s) Minimum	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (pls. check)	
					Yes	No
<p><b>Certifying Body (ISO 9001:2015) for the following sites:</b></p> <ol style="list-style-type: none"> <li>Philippine Statistics Authority (PSA) 8<sup>th</sup> Floor, CRS Building, East Avenue, Quezon City, 1101 Philippines</li> <li>PSA – CTCO – ITDS CVEA Building, PSA Complex, East Avenue, Quezon City, 1101 Philippines</li> <li>PSA – CTCO – SS - NCS 17<sup>th</sup> Floor Cyberpod Centris Eton Three, EDSA, Quezon City, 1101 Philippines</li> <li>PSA – SSO – MAS – ESSS - SSSS 16<sup>th</sup> Floor Cyberpod Centris Eton Three, EDSA, Quezon City, 1101 Philippines</li> <li>PSA – CRCO – CRS CRS Building, PSA Complex, East Avenue, Quezon City, 1101 Philippines</li> <li>PSA – CRCO –FAS 11<sup>th</sup> Floor, Cyberpod Centris Eton One, EDSA, Quezon City, 1101 Philippines</li> <li>PSA - PMS-ICU-SMU-Legal Service TAM Building, PSA Complex, East Avenue, Quezon City, 1101, Philippines</li> <li>PSA - RSSO I-Ilocos Region Parammata Building Diversion Road, Sitio 5, Barangay Biday, City of San Fernando, La Union 2500 Philippines</li> <li>PSA - RSSO I-PSO La Union The Fifth Building, Gov. Ancheta St., Barangay IV, City of San Fernando, La Union 2500, Philippines'</li> <li>PSA - RSSO V-Bicol Region 2nd Floor Albay Capitol Building Annex No.1, Old Albay District, Legaspi City, Albay 4500, Philippines</li> </ol>	lot	1	P _____	P _____		

11. PSA - RSSO V-PSO Albay 3rd Floor Enterprise Building A, Landco Business Park, Barangay 36 Capantawan, Legazpi City, 4500 Philippines					
12. PSA - RSSO VI-Western Visayas J. Villanueva Building, Iznart Street, Iloilo City, Iloilo 5000 Philippines					
13. PSA - RSSO VI-PSO Capiz Ground Floor, Catalan Building, Magallanes St., Roxas City 5800 Philippines					
14. PSA - RSSO VIII-Eastern Visayas Ground Floor/ 3rd Floor Leyte SR Building, Artemio Mate Extension, barangay Abucay, Tacloban City, Leyte 6500 Philippines					
15. PSA - RSSO VIII-PSO Leyte 2nd Floor Leyte SR Building, Artemio Mate Extension, Barangay Abucay, Tacloban City, Leyte, 6500 Philippines					
16. PSA - RSSO XIII-Caraga Freeman Building, JC Aquino Avenue, Butuan City, Agusan del Norte 8600 Philippines					
17. PSA - RSSO XIII-Caraga - PSO Agusan del Norte 2nd Floor Unit No. 6 Laurente Building, JC Aquino Avenue, Butuan City, Agusan del Norte 8600 Philippines					
18. PSA - RSSO XII - SOCCSKSARGEN 2nd Floor Elena V. Co Building, Don Rufino Alonzo Street, Cotabato City 9600 Philippines					
19. PSA - RSSO XII - SOCCSKSARGEN - PSO Sarangani Partridge Building, J. Catolico Sr. Avenue, Lagao general Santos City 9500 Philippines					
20. PSA - RSSO NCR-National Capital Region 9/F EDSA Grand Residences 75 EDSA cor Corregidor St., Brgy. R. Magsaysay, Quezon City					
21. PSA - RSSO NCR-National Capital region-NCR IV- Caloocan 4/F Grandz Commercial Center Building, 1798 Mc Arthur Highway cor. Calle 4,					

<p>Brgy. 81, Caloocan City, 1400 Philippines</p> <p>22. PSA - RSSO CAR-Cordillera Administrative Region 2nd and 3rd Floor CTLL Building 141 Abanao Extension Baguio City, 2600 Philippines</p> <p>23. PSA - RSSO CAR-Cordillera Administrative Region - PSO Kalinga 2nd and 3rd Flrs GLIMZ Bldg., Balinag Street, Purol 4, Brgy. Bulanac, Tabuk City, Kalinga 3800, Philippines</p> <p>24. PSA - RSSO II-Cagayan Valley City Hall Annex Building, Carig Sur, Tuguegarao City, Cagayan 3500 Philippines</p> <p>25. PSA - RSSO II-Cagayan Valley-PSO Cagayan 3rd Floor De Yro Building Mabini Street, Ugac Norte, Tuguegarao City, Cagayan 3500 Philippines</p> <p>26. PSA - RSSO III-Central Luzon PSA Building, Diosdado Macapagal Government Center, Barangay Maimpis, City of San Fernando, Pampanga 2000 Philippines</p> <p>27. PSA - RSSO III-Central Luzon-PSO Pampanga 2nd Flr. 3 and 1 Bldg. Davsan Subd Phase I Mc Arthur Hiway Barangay Sindalan City of San Fernando, Pampanga 2000 Philippines</p> <p>28. PSA - RSSO VII-Central Visayas Gaisano Capital Building, Colon Street, Cebu City, Cebu 6000 Philippines</p> <p>29. PSA - RSSO VII-Central Visayas-PSO Cebu 2nd Floor, Maritime Sugbo Center, P. Burgos Street, Cebu City, Cebu 6000 Philippines</p> <p>30. PSA - RSSO X-Northern Mindanao B3 and B\$ Pride Rock Business Park, Gusa, Cagayan de Oro City, Misamis Oriental 9000 Philippines</p> <p>31. PSA - RSSO X-Northern Mindanao-PSO Misamis Oriental</p> <p>32. PSA - RSSO XI-Davao Region</p>										
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<b>Ango Building, Cabaguio Avenue, Davao City, Davao del Sur 8000, Philippines</b> <b>33. PSA - RSSO XI-Davao Region-PSO Davao de Oro BMP Bldg., M Fuentes Avenue, Poblacion Nabunturan, Davao de Oro 8800 Philippines</b>				<p>Total Amount in Words:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>		
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Printed Name of authorized representative/Signature \_\_\_\_\_

Position: \_\_\_\_\_

Name of Company \_\_\_\_\_

Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Fax No. \_\_\_\_\_ Tel No.: \_\_\_\_\_ Cellphone No. \_\_\_\_\_

Date: \_\_\_\_\_