



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 **Convention Kits/ Bags**. Details of the procurement are as follows:

Name of Project	4 <sup>th</sup> Regional Statistics Committee (RSC) Summit
Solicitation No.	PR-SS01-19-10-00041
Location	Metro Manila
Brief Description	Procurement of Convention Kits/Bags for the 4 <sup>th</sup> Regional Statistics Committee (RSC) Summit
Quantity	See attached Bid form.
Approved Budget for the Contract (ABC)	₱ 64,000.00
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, 11<sup>th</sup> Flr., Cyberpod One Eton Centris, Diliman, Quezon City** or through facsimile number 374-8283 or email to [gsd.staff@psa.gov.ph](mailto:gsd.staff@psa.gov.ph) not later than **11:00 AM/PM** on

NOV 08 2019

. Kindly address your quotation to the Bids and Awards Committee.

*Minerva E. Esquivias*  
**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
<b>Convention Kits/ Bags for the 4<sup>th</sup> Regional Statistics Committee (RSC) Summit</b>  <b>Mode of payment: send bill arrangement or 15-30 days after receipt of the billing statement</b>  <b>Specifications:</b> -material: polyester with thick and strong lining inside -size: 28cm (width) x 35cm (height) x 12 cm (diameter) -color: beige (bag) with black (strap) -design: see attached -with logo   <b>Date of delivery: on or before 15 November 2019</b>          <b>NOTE: Please Attach Mayor's Permit, BIR Tax Certificate, DTI or SEC, PhilGEPS Registration No., and Omnibus Sworn Statement</b>	pcs	160	₱ _____	₱ _____	( )	( )
				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: \_\_\_\_\_