



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 **Office Equipment (Printers)**. Details of the procurement are as follows:

Name of Project	Office Equipment (Printers)
Solicitation	PSYS-19-04-000027
Location	Metro Manila
Brief Description	Procurement of Goods
Quantity	See attached Bid form.
Approved Budget for the Contract (ABC)	₱ 184,500.00
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 May 3, 2019 personally at the **PhilSys Registry Office (PRO), 5th Flr., TAM Bldg, PSA Complex, East Ave., Diliman, Quezon City.** Address your quotation to PhilSys Registry Office.

CANDIDO J. ASTROLOGO, Jr.
Chairman
Special Bids and Awards Committee

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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BID FORM

Item(s) and specification(s) Minimum	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (pls. check)	
					Yes	No
Printer 1. Laser Printer Function: Print, Copy and Scan Multitasking supported Print technology- Laser Print quality black (best)- up to 600x600 dpi Print quality color (best)- up to 600x600 dpi ePrint capability Mobile printing capability Network capability Wireless capability Duplex printing- Manual (driver support provided) Scan Resolution, optical- Up to 300 dpi (color and mono ADF) Scan Resolution , optical- Up to 1200 (Flatbed) Copy Resolution (black text)- Up to 600x600 dpi Hi-speed USB 2.0 port 3 years warranty (parts & service) With additional toner (8 pieces)	Lot	4	₱ _____			
2. Colour Printer Function: Print, Scan and Copy Refill Tank System Paper Type: Plain, Inkjet and Glossy (cast/resin) Borderless: A4, Letter, and Legal Connectivity: USB 2.0 Wireless LAN, Wifi Direct, Direct Mobile, Network ready Hi-Speed USB 2.0 port 2 years (parts & service) With additional ink bottle (2 bundles)		1	₱ _____			
				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: _____