



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**. Details of the procurement are as follows:

Name of Project	Cash Vault and Paper Shredder for PhilSys Registry Office
Solicitation No.	PSYS-19-08-053
Location	Metro Manila
Brief Description	Procurement of Cash Vault and Paper Shredder for Philsys Registry Office Use
Quantity	See attached Bid form.
Approved Budget for the Contract (ABC)	<b>P 114,000.00</b>
Date of Delivery	

Please quote your lowest price for the item/s listed on the next page and submit the quotation not later than 11:00 am on SEP 06 2019 at the **PhilSys Registry Office (PRO), 5<sup>th</sup> floor TAM Building, PSA Complex East Avenue, Diliman, Quezon City**. Address your quotation to PRO.

  
**CANDIDO J. ASTROLOGO, JR.**  
SBAC 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
Cash Vault Outside Dimensions: 21" H x 14" W x 14" D Inside Dimensions: 14-1/4" H x 11-14" W Weight: at most 90lbs	pcs	4	P_____	P_____	( )	( )
Paper Shredder Cut type: Crosscut Sheet Capacity: 14 Shred Size: 0.16" x 1.57" (4x40mm) Speed (feet per min): 12.4	pcs	2	P_____	P_____	( )	( )
NOTE: Please Attach (Mayor's Permit, Tax Clearance, DTI or SEC, 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. \_\_\_\_\_

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