



PHILIPPINE STATISTICS AUTHORITY
RSSO XIII (Caraga)



REQUEST FOR QUOTATION

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake the procurement of **Procurement of Printing of July 2025 Labor Force Survey (LFS) and 2025 Family Income and Expenditure Survey (FIES) Visit 1 Manual and Questionnaire**

Name of Project	July 2025 Labor Force Survey (LFS) and 2025 Family Income and Expenditure Survey (FIES) Visit 1
Solicitation	RSSO RFQ No. 2025-05-064
Reference Number	RSSO PR No. 2025-05-080
Location	PSA - RSSO XIII
Brief Description	Refer to Specification/Table below
Quantity	Refer to table below
Mode of Procurement	Small Value Procurement
Approved Budget for the Contract (ABC)	Lot 1: Php 233,310.00 Lot 2: 284,000.00
Date of Delivery	15 days after receipt of Purchase Order

Please quote your lowest price on the item/s listed below and submits personally using this Request for Quotation Form not later than **10:00AM** on **May 28, 2025** at the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.


PRESA P. VILLARINA
RBAC Chairperson

Terms and Conditions:

- Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
- All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
- Late submission of quotation shall not be accepted.
- Bids exceeding the ABC shall be disqualified.
- Terms of Payment shall be made through check payable to the supplier.
- Please submit/update your registration with the PSA (please disregard if you have already submitted/updated your registration with us), If none yet, submit, together with your quotation the photocopy of your **Municipal and business permit, BIR Certificate of Registration, Phil. Government Electronic Procurement System (PhilGEPS) Registration, and Omnibus Sworn Statement (for 50k and above), and/or current Income Tax Return (for 500k and above)**.
- 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.
- 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.
- 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.

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
Procurement of Printing of July 2025 Labor Force Survey (LFS) and 2025 Family Income and Expenditure Survey (FIES) Visit 1 Manual and Questionnaire Lot 1 ABC: Php233,310.00 2025 LFS and FIES Questionnaires (for the third level training and enumeration) Specifications: FIES Questionnaire <i>Paper Size: A4 Size - 210 x 297 mm (8.3 x 11.7 inches)</i> <i>No. of Pages: 101 pages</i> <i>Paper Type: Bookpaper 70gsm</i> <i>Spread: A4 Spread Dimensions - 420 x 297 mm (16.5 x 11.7 inches)</i> <i>Color Inside: 1 color</i> <i>Others: Camera Ready</i> <i>Cover: Self-covered</i> <i>Kind of Binding: Folded saddle stitch with pre-punch 2 hole at left side</i>	set	707	P _____	P _____	_____	_____
2025 LFS Questionnaires (for the third level training and enumeration) Specifications for LFS Questionnaire: <i>Paper Size: A4 Size - 210 x 297 mm (8.3 x 11.7 inches)</i> <i>No. of pages: 8 pages</i> <i>Paper Type: Bookpaper 70gsm</i> <i>Spread: A4 Spread Dimensions - 420 x 297 mm (16.5 x 11.7 inches)</i> <i>Color Inside: 1 color</i> <i>Others: Camera Ready</i> <i>Cover: Self-covered</i> <i>Kind of Binding: Folded saddle stitch with pre-punch 2 hole at left side</i>	set	707	P _____	P _____	_____	_____
Lot 2 ABC: Php284,000.00 July 2023 LFS and 2023 FIES Visit 1 Manual (for the third level training) Specifications <i>Paper Size: A4 Dimensions - 210 x 297 mm (8.3 x 11.7 inches)</i> <i>No. of pages: 400 pages</i> <i>Paper Type: Bookpaper 70gsm</i> <i>Cover: Foldcote cal. 12</i> <i>Color covers: 3 colors w/ U.V. lamination</i> <i>Color Inside: 1 color</i> <i>Others: Camera Ready</i> <i>Process: Offset</i> <i>Binding: Perfect</i>	set	355	P _____	P _____	_____	_____
TOTAL AMOUNT IN FIGURES:				P _____		
TOTAL AMOUNT IN WORDS:						

Other Requirements:
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: _____

Fax No. _____ Tel No. _____

Date: _____

EmailAddress: _____

Cellphone No. _____