



REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake Shopping as Alternative Modes of Procurement in procuring Prizes/token for the 28th PSQ Provincial Elimination on 05 November 2024 with the following details:

Name of Project	Prizes/token for the 28th PSQ Provincial Elimination on 05 November 2024
Solicitation	2024-10-080-AL
Location	PSA Albay Provincial Statistical Office
Brief Description	(See Bid Form, <i>Page 2</i>)
Quantity	(See Bid Form, <i>Page 2</i>)
Approved Budget for the Contract (ABC)	Php 62,400.00
Contract Duration	November 5, 2024

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **8:00 am on November 4, 2024** at **PSA Albay, Ground Flr. PSA Bldg., Regional Government Center, Rawis, Legazpi City.**

CECILLE A. BRIONES
RBAC Chairman

Terms and Conditions:

1. Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
2. Supplier must be an authorized re-seller of original equipment manufacturer.
3. All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
4. Late submission of quotation shall not be accepted.
5. Bids exceeding the ABC shall be disqualified.
6. The lowest bidder shall be informed immediately and shall be asked to submit the following requirements within three days after the opening of bids or during post qualification:
 1. Mayor's/Business Permit
 2. PhilGEPS Registration Number
7. 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.
8. Terms of Payment shall be made through check payable to the supplier.
9. 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.

BID FORM

Item/s and Specification/s (Minimum)	Unit	Qty	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
Prizes/token for the 28th PSQ Provincial Elimination on 05 November 2024						
Lot 1. ABC PhP 32,000.00						
Printer, with print, scan, copy functions	unit	1	P _____	P _____	()	()
Headphone, wired and bluetooth connectivity, 24 hours battery life	unit	1	P _____	P _____	()	()
Hard drive 1 Terabyte, compatible with desktop & laptop, with portable SSD, USB Type C to Type A adaptor	unit	1	P _____	P _____	()	()
Hard Drive 512 GB, HDMI	unit	1	P _____	P _____	()	()
Power bank, 20000mAh, fast charging, cable included	unit	1	P _____	P _____	()	()
			Total for Lot 1	P _____		
Lot 2. ABC PhP 30,400.00						
Smart watch, bluetooth version, 16MB memory, 256 Mb storage	unit	1	P _____	P _____	()	()
Aquaflask, (40oz), wide mouth with spout lid cap vacuum insulated stainless steel	unit	22	P _____	P _____	()	()
			Total for-Lot 2	P _____		
			Total for Lots 1 & 2	P _____		
				Total amount in words:		

For official use of PSA Albay
xxxxx

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 and Signature of authorized representative: _____

Position: _____

Name of Company: _____

Address: _____

Email Address: _____

Fax No. _____ Tel No.: _____ Cellphone No.: _____

LBP Account Number of Establishment: _____

Date: _____

Do you have Mayor's/Business Permit? ___Yes ___No

Philgeps Registration? ___Yes ___No

Printed Name and Signature of Canvasser: _____