



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
REGION V – BICOL



REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake Small Value Procurement as Alternative Mode of Procurement for official use of PSA Masbate with the following details:

Name of Project	Procurement and Printing of Manuals and Questionnaires for the conduct of 3rd Level Training and Enumeration for July 2025 LFS 2025 FIES Visit 1
Solicitation	2025-05-040-MT
Location	PSA Masbate 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 110,850.00
Contract Duration	Seven (7) days upon receipt of PO

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **10:00am on June 16, 2025** at **PSA Masbate, Ten-7 Building, Masbate City, Masbate.**


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
Procurement and Printing of Manuals and Questionnaires for the conduct of 3rd Level Training and Enumeration for July 2025 LFS 2025 FIES Visit 1						
2025 FIES Interviewer's Manual Paper Size: A4 Dimensions - 210x297mm (8.3 x 11.7 inches) No. of Pages: 420 Pages Paper Type: Bookpaper 70gsm Cover: Foldcote cal. 12 Color Covers: 3 colors w/ U.V. Lamination Color Inside: 1 color Others: Camera Ready Process: Offset Binding: Perfect	pc	63	_____	_____	()	()
July 2025 LFS Questionnaires Paper Size: A4 Size - 210x297mm (8.3 x 11.7 inches) No. of Pages: 10 Pages Paper Type: Bookpaper 70gsm Spread: A4 Spread Dimensions - 420x297mm (16.5 x 11.7 inches) Color Inside: 1 color Others: Camera Ready Cover: Self-Covered Kind of Binding: Folded saddle stitch with pre-punch 2 hole at left side	pc	191	_____	_____	()	()
2025 FIES Questionnaires Paper Size: A4 Size - 210x297mm (8.3 x 11.7 inches) No. of Pages: 110 Pages Paper Type: Bookpaper 70gsm Spread: A4 Spread Dimension - 420x297mm (16.5 x 11.7 inches) Color Inside: 1 color Others: Camera Ready Cover: Self-Covered Kind of Binding: Folded saddle stitch with pre-punch 2 hole at left side	pc	191	_____	_____	()	()
Nothing Follows						
			Total amount in words:			
<i>For official use of PSA-Masbate</i>						

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: _____