



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 RSSO V with the following details:

Name of Project	Customized Plaque and Backdrop Tarpaulin for the 2022 ASPBI Regional Dissemination Forum and 2024 QSPBI Regional Respondent's Forum
Solicitation	2024-11-140-SOCD
Location	PSA RSSO V
Brief Description	(See Bid Form, Page 2)
Quantity	(See Bid Form, Page 2)
Approved Budget for the Contract (ABC)	Php 142,920.00
Contract Duration	Delivery date: On or before December 2, 2024

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **12:00PM, November 15, 2024** at the **2/F PSA Building, Regional Government Center, Rawis, Legazpi City**.


CECILLE A. BRIONES
RBAC 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. 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 the following requirements within three days after the opening of bids or during post qualification:
 1. Mayor's/Business Permit Permit
 2. PhilGEPS Registration Number
 3. Omnibus Sworn Statement
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.

BID FORM

Item/s and Specification/s (Minimum)	Unit	Qty	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
Customized Plaque and Backdrop Tarpaulin for the 2022 ASPBI Regional Dissemination Forum and 2024 QSPBI Regional Respondent's Forum						
Lot 1 - Plaques				ABC:	141,000.00	
Customized Plaque for ASPBI awardees, 8" face size, glass material	30	pc	P _____	P _____	()	()
Customized Plaque for QSPBI awardees, 8" face size, glass material	17	pc	P _____	P _____	()	()
				Total for Lot 1:		
Lot 2 - Tarpaulin				ABC:	1,920.00	
Backdrop tarpaulin, 8x12ft	1	pc	P _____	P _____	()	()
XXXXX				Total for Lot 2:		
Please see attached detailed specs			Total	P _____		
				Total amount in words:		
Proposals shall be in accordance with the Scope of work and Technical Specifications (making use of the following criteria: availability and quality of venue, location and site condition, neighborhood data, quality of food and facilities, and cost) as prescribed under Annex "H", Appendix B, Item C of the Revised IRR of R.A. 9184 (Table of Rating Factors for Lease of Venue). Only service providers with a WEIGHTED AVERAGE of NINETY PERCENT (90%) shall be considered responsive.						

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: _____

ess: _____

Tel/Fax 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: _____