



Republic of the Philippines
PHILIPPINE STATISTICS AUTHORITY
Regional Statistical Services Office MIMAROPA

REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) **Regional Statistical Services Office (RSSO) MIMAROPA Civil Registration and Administrative Support Division (CRASD)**, through Regional Office-Bids and Awards Committee (RO-BAC) will undertake alternative mode of procurement – **Small Value Procurement** pursuant to the provisions of R.A. 9184, to wit;

Name of Project	5S
Solicitation	2020-11-801
Place of Delivery	Calapan City, Oriental Mindoro
Brief Description	3 Layered Vertical Steel Cabinet, 4 Layered Vertical Steel Cabinet and Office Table
Quantity	4 pcs
Approved Budget for the Contract (ABC)	P 54,000.00
Date of Delivery	December 1-11, 2020

Please quote your **lowest price** on the attached bid form and submit personally your **SEALED QUOTATION not later than 12:00 PM on Tuesday, November 24, 2020** at the Civil Registration and Administrative Support Division (CRASD), 2nd Floor, Emerald Building (PRIMA), J.P Rizal St. Camilmil, Calapan City.


VENERANDA F. MENDOZA
PSA-RO-BAC Chairperson

Received by:

Name and Signature: _____

Company: _____

Date: _____

Terms and Conditions:

1. All entries must be written legibly in the Bid Form.
2. Late submission of quotation shall not be accepted.
3. Bids exceeding the ABC shall be disqualified.
4. Requirements:
 - i. Copy of PhilGEPS Registration
 - ii. Mayor's Permit/Business Permit
 - iii. *Income/Business Tax Return (for ABCs above P500K)*
 - iv. *Omnibus Sworn Statement (Emergency Procurement with ABC at least P500,000.00 and for Small Value Procurement with ABC at least P50,000.00)*
5. Award of contract shall be made to the lowest/single calculated and responsive bid.
6. Terms of Payment shall be made through check/ADA payable to the supplier.
7. Warranty shall be for a period of six (6) months for goods and one (1) year for equipments from date of acceptance by the procuring entity.
8. Price validity shall be a period of 30 calendar days for goods and six (6) months for services.
9. Pending the perfection of Purchase Order/Service Agreement/Contract of Service, 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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BID FORM

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
4 Layered Vertical Steel Cabinet Size: 46W x 62D x 134H cm	pc	2			()	()
3 Layered Vertical Steel Cabinet Size: 46W x 62D x 104H cm	pc	1			()	()
Office Table Size: 100 cm x 70 cm with mobile cabinet	pc	1			()	()
Note: Inclusive of Delivery Charge						
nothing follows						
TOTAL						

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: _____

LBP Account No. of Establishment: _____ Name of Payee: _____

Tax Identification Number: _____ Copy of PhilGEPS Registration No.: _____

BIR Registration: VAT Non-VAT

Canvassed by:

Marben E. Marasigan
 Canvasser