



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

REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) Provincial Statistical Office-Palawan, 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	2019 ASPBI/SICT
Solicitation	2020-11-812
Place of Delivery	Puerto Princesa City, Palawan
Brief Description	IEC Materials
Quantity	243 pieces
Approved Budget for the Contract (ABC)	P 85,050.00
Date of Delivery	December 1-4, 2020

Please quote your **lowest price** on the attached bid form and submit personally your **SEALED QUOTATION not later than 5:00 PM on Tuesday, November 24, 2020** at the 2<sup>nd</sup> Floor, Goldraz Properties Building, Malvar Street, Puerto Princesa City, Palawan.

  
**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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Page 2

**BID FORM**

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
<b>IEC Materials for ASPBI/SICT Questionnaire Kit</b>	<b>piece</b>	<b>243</b>			( )	( )
Specifications:					( )	( )
Size: 10.5" x 17"					( )	( )
Materials: Handloom woven made of grasses and fibers					( )	( )
Features: Zippered with ASPBI Logo					( )	( )
<b>Place of Delivery: PSA Palawan Puerto Princesa City</b>						
<b>Mode of Payment: Send Bill</b>						
<b>**nothing follows**</b>						
<b>TOTAL</b>						

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: \_\_\_\_\_

BIR Registration:  VAT  Non-VAT

Canvassed by:



**TIFANNY JO B. PARCON**

Canvasser