



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 **SHOPPING** as Alternative Mode of Procurement for official use of PSA RSSO V with the following details:

|   |   |
|---|---|
| <b>Name of Project</b>                        | Procurement of Supplies for Printing and Binding of July 2023 Labor Force Survey (LFS) and 2023 Family Income and Expenditures Survey (FIES) Questionnaires and Manuals |
| <b>Solicitation</b>                           | 2023-06-067-SOCD  |
| <b>Location</b>                               | PSA RSSO V  |
| <b>Brief Description</b>                      | (See Bid Form, Page 2 )   |
| <b>Quantity</b>                               | (See Bid Form, Page 2 )   |
| <b>Approved Budget for the Contract (ABC)</b> | Php 75,100.00   |
| <b>Contract Duration</b>                      | Delivery Date: June 21, 2023  |

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **12:00PM, June 19, 2023** 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
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 supplie
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<br>(Minimum)  | Unit | Qty | Unit Price   | Total Amount<br>(VAT inclusive) | Compliance with Technical Specifications |     |
|--|------|-----|--------------|---------------------------------|--|-----|
|  |      |     |              |                                 | YES                                      | NO  |
| Procurement of Supplies for Printing and Binding of July 2023 Labor Force Survey (LFS)<br>2023 Family Income and Expenditures Survey (FIES) Questionnaires and Manuals |      |     |              |                                 |  |     |
| <b>Lot 1 ABC: 48,800.00</b>  |      |     |              |                                 |  |     |
| Bond Paper, 80GSM  | ream | 180 | P _____      | P _____                         | ( )                                      | ( ) |
| Spiral Ring Binder, 1inch, black   | pc   | 140 | P _____      | P _____                         | ( )                                      | ( ) |
| <b>Lot 2 ABC: 26,300.00</b>  |      |     |              |                                 |  |     |
| DP Black Ink - DU14L   | bag  | 10  | P _____      | P _____                         | ( )                                      | ( ) |
| DP Master Roll DRU55   | roll | 1   | P _____      | P _____                         | ( )                                      | ( ) |
| ***Nothing Follows***  |      |     |              |                                 |  |     |
|  |      |     | <b>Total</b> | P _____                         | Total amount in words:                   |     |
|  |      |     |              | _____                           |  |     |
|  |      |     |              | _____                           |  |     |
|  |      |     |              | _____                           |  |     |
|  |      |     |              | _____                           |  |     |
| For official use of PSA RSSO V   |      |     |              |                                 |  |     |

**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: \_\_\_\_\_

Tel/Fax No.: \_\_\_\_\_ Cellphone No.: \_\_\_\_\_

LBP Account Number of Establishment: \_\_\_\_\_

Date: \_\_\_\_\_

Do you have Mayor's/Business Permit ? \_\_\_Yes \_\_\_No

Philgeps Registration? \_\_\_Yes \_\_\_No

Philgeps Number: \_\_\_\_\_

Printed Name and Signature of Canvasser: \_\_\_\_\_