



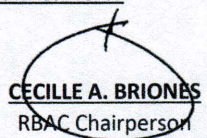
REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**  
REGION V – BICOL

**REQUEST FOR QUOTATION**

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake:  
**SMALL VALUE PROCUREMENT**  
as Alternative Modes of Procurement for official use of PSA Camarines Norte with the following details:

<b>Name of Project</b>	Procurement of freight transport and delivery services for 2024 of PSA Camarines Norte PSO.
<b>Solicitation</b>	2023-12-101-CN
<b>Location</b>	PSA Camarines Norte
<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 96,840.00
<b>Contract Duration</b>	January 1, 2024 to December 31, 2024

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **12:00PM, December 26, 2023** at the **PSA Camarines Norte, 2nd Flr. LRJ Bldg. III, J. Lukban St. cor Carlos II St., Daet, Camarines Norte.**

  
**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	
					YES	NO
<b>Procurement of freight transport and delivery services for 2024 of PSA Camarines Norte PSO.</b>						
Letter envelope express	pcs	168	P _____	P _____	( )	( )
One pounder envelope	pcs	112	P _____	P _____	( )	( )
Three-pounder envelope	pcs	84	P _____	P _____	( )	( )
Five-pounder envelope	pcs	28	P _____	P _____	( )	( )
Express box	box	12	P _____	P _____	( )	( )
			<b>Total</b>	P _____		
				Total amount in words:		
For official use of PSA Camarines Norte						

**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 No./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: \_\_\_\_\_