



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	Supplies for the 2024 OWS and 2023/2024 ISLE Operations
Solicitation	2024-08-099-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 116,750.00
Contract Duration	15days days upon receipt of Purchase Order and approval of layout

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **12:00PM, September 9, 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 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 (Minimum)	Unit	Qty	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications	
					YES	NO
Supplies for the 2024 OWS and 2023/2024 ISLE Operations						
Lot 1 Poloshirt, customized, full-sublimation, rib knit collar	pcs	37	ABC: _____ P: _____	18,000.00	()	()
Lot 2 Backpack bag, customized	pcs	37	ABC: _____ P: _____	16,699.00	()	()
Lot 3 Frosted Mug, customized, with box <i>***nothing follows***</i>	pcs	544	ABC: _____ P: _____	61,800.00	()	()
			Total	P: _____ Total amount in words: _____ _____		
<p><i>Note: see attached detailed specs</i></p> <p>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.</p>						

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

Printed Name and Signature of Canvasser: _____