



REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) **Provincial Statistical Office – Marinduque**, through Regional Office-Bids and Awards Committee (RO-BAC) will undertake alternative mode of procurement – **Shopping** pursuant to the provisions of R.A. 9184, to wit;

Name of Project	Conduct of 2024 Census of Population and Community-Based Monitoring System
Solicitation	2024-06-0337
Place of Delivery	Boac, Marinduque
Brief Description	Supplies and Materials
Quantity	1 lot
Approved Budget for the Contract (ABC)	P 80,450.00
Date of Delivery	June 24 - 28, 2024

Please quote your **lowest price** on the attached bid form and personally submit your **SEALED QUOTATION not later than 12:00 PM on Tuesday, June 18, 2024** at PSA PSO Marinduque.

CHARLYN ROMERO-CANTOS, PhD
 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. The 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.



BID FORM

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
Training Supplies and Materials for the Conduct of 2024 Census of Population and Community-Based Monitoring System						
Notebook (330 pcs) Steno's Spiral notebook, Size: 6x9", 40-60 leaves, 55 GSM	lot	1			()	()
Ballpen (330 pcs) Branded, Color: Black						
Ballpoint Pen with Stylus (290 pcs) Color: Black, Stylus pen with pointer for touchscreens						
Pencil (250 pcs) Branded, Lead No. 2						
Eraser (250 pcs) Branded, Color: White, Dust-free eraser						
Sharpener (250 pcs) Single, Fit for pencil Lead No. 2						
Permanent Marker (250 pcs) Branded, Color: Black, Width: Extra Fine						
A4 Bond Paper (10 reams) A4 size, 8.27" x 11.69", 70 GSM						
Legal Bond Paper (20 reams) Long size, 8.5" x 13", 70 GSM						
Genuine Ink for Brother Printer DCP-T20DW (11 sets) BT5000 (MCY, 48.8 ml; BTD60 (BK, 108 ml)						
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:


PURITA H. OLIVAR
Canvasser