




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:

<b>Name of Project</b>	Supplies for the 2023 Household Energy Consumption Survey (HECS) Operations
<b>Solicitation</b>	2024-06-068-SOCD
<b>Location</b>	PSA RSSO V
<b>Brief Description</b>	(See Bid Form, <i>Page 2</i> )
<b>Quantity</b>	(See Bid Form, <i>Page 2</i> )
<b>Approved Budget for the Contract (ABC)</b>	Php 84,000.00
<b>Contract Duration</b>	15days days upon receipt of th Purchase Order

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **12:00PM, June 10, 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
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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
<b>Supplies for the 2023 Household Energy Consumption Survey (HECS) Operations</b>						
Poloshirt, customized	pc	76	P _____	P _____	( )	( )
Umbrella, with printed logo and text	pc	46	P _____	P _____	( )	( )
Bag, with printed logo and text	pc	46	P _____	P _____	( )	( )
***nothing follows***						
Deliver lead time: _____			Total		P _____ Total amount in words: _____ _____ _____	
Note: see attached detailed specs						
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.						

**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

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