



## 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 in procuring Procurement of Risograph Services for Manuals and Questionnaires for the 2024 FLEMMS 2nd and 3rd Level Training, with the following details:

<b>Name of Project</b>	Procurement of Risograph Services for Manuals and Questionnaires for the 2024 FLEMMS 2nd and 3rd Level Training.
<b>Solicitation</b>	2024-08-059-CN
<b>Location</b>	PSO 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 137,150.00
<b>Contract Duration</b>	10 days upon receipt of PO

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **10:00 am on September 23, 2024** at **PSA Camarines Norte, 2F LJR Bldg. III, J. Lukban St. cor. Carlos II St. Barangay III, Daet, Camarines Norte.**

  
**CECILLE A. BRIONES**  
RBAC Chairman

### Terms and Conditions:

1. Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
2. Supplier must be an authorized re-seller of original equipment manufacturer.
3. All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
4. Late submission of quotation shall not be accepted.
5. Bids exceeding the ABC shall be disqualified.
6. 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
  2. PhilGEPS Registration Number
7. 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.
8. Terms of Payment shall be made through check payable to the supplier.
9. 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.

