



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– **Small Value Procurement** pursuant to the provisions of R.A. 9184, to wit;

Name of Project	Procurement of Office Appliances for PSA-Marinduque PSO Operations
Solicitation	2024-11-0944
Place of Delivery	Boac, Marinduque
Brief Description	Office Appliances
Quantity	4 Items
Approved Budget for the Contract (ABC)	P 154,800.00
Date of Delivery	December 7-27, 2024

Please quote your **lowest price** on the attached bid form and personally submit your **SEALED QUOTATION not later than 9:00 AM on Monday, December 02, 2024** at PSA PSO Marinduque.

Received by:

Name and Signature: _____

Company: _____

Date: _____

VENERANDA F. MENDOZA
PSA-RO-BAC Chairperson

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. 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
Procurement of Office Appliances for PSA-Marinduque PSO Operations						
Vacuum Cleaner	pcs	2			()	()
Watts: 1300W						
Power Tool Take Off Socket: N/A						
Trank Material: Plastic Trank size: 30L						
Sound Pressure: 68db(A), Max Air Flow: 33L/s						
Max vacuum pressure kpa motor: 19kpa						
Suction Tubes: 1pc stainless telescope wand						
Handle with air flow control: Yes						
Blower function: No, Hose length: 2.5m						
Hose type: EVA Hose connection: Screw Connection						
Diameter: 35mm, Cord Length: 10m						
Diameter: 35mm, Cord Length:10m						
Approximate working reach:13.5m						
Filtration included: round brush, crevice tool, combo floor						
Air Cooler	pcs	2			()	()
10-liter water tank capacity						
4 sides honeycomb filter						
3 modes						
With ionizer						
With remote controller						
24-hour timer						
Water Dispenser Bottom Load	pcs	2			()	()
Bottom loading						
Free standing						
Compressor cooling						
Hot,normal and cold						
Fast cooling						
Low noise						
Dimension: Length:31cm Width:36cm Height:104cm						



Stand Fan	Pcs	4				
18 inch blade						
Durable AS blade						
Adjustable stand height						
Oscillation control						
Thermal fuse protected motor						
Color: Blade: Green, Body: Black						
450x453x1387mm						
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:


MARY MICHELLE MACUTONG
 Canvasser

