

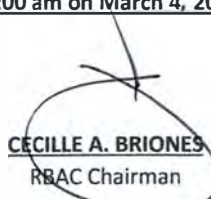


REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake Shopping as Alternative Modes of Procurement in procuring Procurement Supplies and Materials for the 2024 POPCEN-CBMS Geotagging of Service Facilities and Government Projects - LOT 2 and 3 with the following details:

Name of Project	Procurement Supplies and Materials for the 2024 POPCEN-CBMS Geotagging of Service Facilities and Government Projects - LOT 2 and 3
Solicitation	2025-02-021-SOCD
Location	PSA RSSO V - Legazpi City
Brief Description	(See Bid Form, Page 2)
Quantity	(See Bid Form, Page 2)
Approved Budget for the Contract (ABC)	Php 70,890.00 (see page 2 for details)
Contract Duration	10 days upon receipt of purchase order

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **08:00 am on March 4, 2025** at **2/F PSA Building, Regional Government Center, Rawis, Legazpi City**


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
 3. Certificate as authorized reseller of original Equipment Manufacturer
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.

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 Supplies and Materials for the 2024 POPCEN-CBMS Geotagging of Service Facilities and Government Projects - LOT 2 and 3						
LOT 2 - Office Supplies			ABC:	38,400.00		
PENCIL, lead, with eraser	pc	206	P _____	P _____	()	()
Pencil Eraser	pc	50	P _____	P _____	()	()
BALLPOINT PEN, black	pc	262	P _____	P _____	()	()
BOND PAPER, MULTICOPY, 80gsm, A4 Size	ream	50	P _____	P _____	()	()
BOND PAPER, MULTICOPY, 80gsm, Long Size	ream	30	P _____	P _____	()	()
BOND PAPER, MULTICOPY, 80gsm, Legal Size	ream	35	P _____	P _____	()	()
SIGNPEN, BLACK	pc	3	P _____	P _____	()	()
WHITE FOLDER, LONG	pc	210	P _____	P _____	()	()
WHITE FOLDER, LEGAL	pc	5	P _____	P _____	()	()
SHARPENER, SINGLE	pc	60	P _____	P _____	()	()
CLIPBOARD, A4, Acrylic	pc	10	P _____	P _____	()	()
STICKY NOTE MARKER, 100S	pc	7	P _____	P _____	()	()
PENTEL PENBlack, Fine Point	bottle	4	P _____	P _____	()	()
PAPER CLIP, 50mm	box	1	P _____	P _____	()	()
STAPLE WIRE, No. 35	box	1	P _____	P _____	()	()
PHOTO PAPER, A4, matte	pack	10	P _____	P _____	()	()
			Sub-Total	P _____		
LOT 3 - Inks			ABC:	32,490.00		
Genuine Toner, HP 76A	box	2	P _____	P _____	()	()
Genuine Epson 003- Black	pc	17	P _____	P _____	()	()
Genuine Epson 003- Cyan	bottle	4	P _____	P _____	()	()
Genuine Epson 003- Magenta	bottle	4	P _____	P _____	()	()
Genuine Epson 003- Yellow	bottle	3	P _____	P _____	()	()
Genuine Brother D60- Black	bottle	13	P _____	P _____	()	()
Genuine , Brother BT5000- Cyan	bottle	5	P _____	P _____	()	()
Genuine Brother BT5000- Magenta	bottle	5	P _____	P _____	()	()
Genuine Brother BT5000- Yellow	bottle	5	P _____	P _____	()	()
			Sub-Total	P _____		
xxxxx				P _____		
					Total amount in words:	

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: _____

Fax No. _____ Tel 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: _____