




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:

Name of Project	Labor for the Repair and Maintenance of PSA V Building Roofing, Ceiling and Waterproofing.
Solicitation	2025-06-010-CRASD
Location	PSA RSSO V
Brief Description	(See Bid Form, <i>Page 2</i>)
Quantity	(See Bid Form, <i>Page 2</i>)
Approved Budget for the Contract (ABC)	Php 150,000.00
Contract Duration	30 days upon receipt of PO/Notice to Proceed

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **12:00PM, June 26, 2025** 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
 3. Omnibus Sworn Statement
 4. Income Tax Return
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.

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BID FORM

Item/s and Specification/s (Minimum)	Unit	Qty	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
Labor for the Repair and Maintenance of PSA V Building Roofing, Ceiling and Waterproofing.						
Coverage:						
1. Atrium @ Wellness Room (Approx. 90 sqm)						
2. Atrium @ IT Room (Approx. 54 sqm)						
3. Conferene Room (Approx. 2sqm)						
4. General Roofing (Approx. 2 GI Sheet)						
5. Warranty and Maintenance Guidance						
1. Scope of work: Atrium @ Wellness Room & Server Room	lot	1	P _____	P _____	()	()
Repair of concrete cracks and sealing (Approx. 144sqm)						
Removal of existing waterproofing system (Approx. 144sqm)						
Application of new waterproofing system (Approx. 144sqm)						
Removal and replacement of GI corner flashing (Approx. 22.4m)						
2. Scope of work: Conference Room	lot	1	P _____	P _____	()	()
Removal and replacement of damaged ceiling (2 sqm)						
Painting Works (2 sqm)						
3. Scope of work: General Roofing	lot	1	P _____	P _____	()	()
Conduct thorough inspection of the existing roofing system to assess its condition, identifying areas of damage, wear, and potential failure points.						
Application of sealant/waterproofing on GI sheets with water leaks (Approx 2 GI Sheet)						
Warranty & Maintenance Guidance:						
Provide a warranty on both the materials used and the workmanship.						
Offer maintenance recommendations and guidance to help prolong the life of the roof.						
Note: See Attached Terms of Reference						
For official use of PSA RSSO V						
			Total	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: _____

Tel/Fax 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: _____