



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**

**REQUEST FOR QUOTATION**

The **Philippine Statistics Authority (PSA)** through the Bids and Awards Committee (BAC), intends to procure Various Genuine Epson Inks / Toners which shall be undertaken in accordance with Section 52.1 (b) (Shopping) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, with an Approved Budget of the Contract (ABC) in the amount of 322,419.70 Three Hundred Twenty Two Thousand Four Hundred Nineteen and 70/100 Pesos Only

Please quote your **best offer** for the item/s described herein, subject to the Terms and Conditions provided below. Submit your quotation duly signed by you or your duly authorized representative **not later than** 10 6 DEC 2022 at 11:07 AM through email at bac-secretariat@psa.gov.ph and bacsecretariat.psa@gmail.com.

For any clarification, you may contact us at telephone no. (02) 8374-8263 or email address at gsdprocurement.psa@gmail.com

*Minerva E. Esquivias*  
**MINERVA ELOISA P. ESQUIVIAS**  
 Chairperson, Bids and Awards Committee

**TERMS AND CONDITIONS**

- 1 Bidders shall provide correct and accurate information required in this form.
- 2 Price quotation/s must be valid for a period of **thirty (30) calendar days** from the date of submission.
- 3 Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
- 4 Quotations exceeding the ABC shall be rejected.
- 5 Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and conditions stated herein. This procurement project is to be awarded by lot.
- 6 Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or your duly authorized representative.
- 7 In case of two or more bidders are determined to have submitted the LCRB, the PSA shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning bidder in accordance with GPPB Circular 06-2005.
- 8 The item/s shall be delivered according to the requirements specified in the Purchase Request (PR).
- 9 The PSA shall have the right to inspect and/or test the goods to confirm their conformity to the Technical Specifications.
- 10 Payment shall be made after delivery and upon submission of the required supporting documents, i.e. Order Slip and/or Billing Statement, by the supplier. Our Government Servicing Bank, Land Bank of the Philippines, shall credit the amount due to the identified bank of the supplier **not earlier than twenty four (24) hours, but not later than forty eight (48) hours**, upon receipt of our advice. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the account of the supplier.
- 11 Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed period shall be imposed per day of delay. The PSA shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Documents to be submitted	Deadline	Remarks
Copy of the 2022 Mayor's/Business Permit and valid PhilGEPS Registration	Not later than <u>10 6 DEC 2022</u> et. <u>11:07 AM</u> together with the quotation	In case not yet available, you may submit your expired Mayor's/Permit with Official Receipt of renewal application. However, a copy of your 2022 Mayor's/Business Permit shall be required to be submitted after award of contract but before payment.



PSA Complex, East Avenue, Diliman, Quezon City, Philippines 1101  
 Telephone: (632) 8938-5267  
 www.psa.gov.ph

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows:

Item(s) and Specification(s), minimum	Unit	Quantity	Unit Price	Total Amount (VAT Inclusive)	Compliance with Technical Specifications (pls. check)	
					Yes	No
Genuine Epson C13T664100 (T6641), Black	cart	72				
Genuine Epson C13T664100 (T6642), Cyan	cart	55				
Genuine Epson C13T664100 (T6643), Magenta	cart	55				
Genuine Epson C13T664100 (T6644), Yellow	cart	55				
Genuine Epson T7741 pigment ink black 140 ml	bottle	91				
Genuine Epson Black T0731 HN, Epson Stylus T1100	cart	5				
Genuine Epson Cyan T1032, Epson Stylus T1100	cart	5				
Genuine Epson Magenta T1032, Epson Stylus T1100	cart	5				
Genuine Epson Yellow T1032, Epson Stylus T1100	cart	5				
Genuine Epson T6731 Black	cart	4				
Genuine Epson T6732 Cyan	cart	2				
Genuine Epson T6733 Magenta	cart	2				
Genuine Epson T6734 Yellow	cart	2				
Genuine Epson T6735 Light Cyan	cart	2				
Genuine Epson T6736 Light Magenta	cart	2				
Genuine Epson Ink 003 Black	bottle	68				
Genuine Epson Ink 003 Cyan	cart	62				
Genuine Epson Ink 003 Magenta	cart	62				
Genuine Epson Ink 003 Yellow	cart	62				
Genuine Epson 001 Ink C13T03Y100 Black	cart	16				
Genuine Epson 001 Ink C13T03Y200 Cyan	cart	10				
Genuine Epson 001 Ink C13T03Y300 Magenta	cart	10				
Genuine Epson 001 Ink C13T03Y400 Yellow	cart	10				
Genuine Epson Workforce AL-M320DN Mono Laser Printer Black Ink	cart	2				
Genuine Epson SJIC31P Black	cart	2				
Genuine Epson SJIC31P Cyan	cart	1				
Genuine Epson SJIC31P Magenta	cart	1				
Genuine Epson SJIC31P Yellow	cart	1				
Genuine Epson SJMB7500	cart	1				
Genuine Epson BK7331A, Black	cart	3				
This procurement project is to be awarded by lot						
Total amount in words:						

Printed name of the authorized representative: \_\_\_\_\_

Signature: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Position: \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_

Fax No.: \_\_\_\_\_

Tel. No.: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

Date: \_\_\_\_\_