



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 Regular and Special Tokens For the conduct of 15th National Convention on Statistics (NCS) which shall be undertaken in accordance with Small Value Procurement 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 182,500.00 One Hundred Eighty Two Thousand Five Hundred 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** 12:00 JUL 2022 at 11:00 AM through email at bac-secretariat@psa.gov.ph

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

Minerva Eloisa P. 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 calculated and responsive bid (LCRB).
- 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 or valid PhilGEPS Registration	Not later than <u>12:00 JUL 2022</u> at <u>11:00 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.
Omnibus Sworn Statement (OSS)	together with the quotation	Unnotarized OSS may be submitted. However, a copy of your notarized OSS shall be required to be submitted after award of contract but before payment.
2021 Income Tax Return (ITR)	together with the quotation	In case not yet available, you may submit your 2020 ITR. However, a copy of your 2021 ITR shall be required to be submitted after award of contract but before payment.



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REQUEST FOR QUOTATION

PR No. 22-07-1214

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
For the conduct of the 15th National Convention on Statistics (NCS) on 03-05 October 2022						
Regular and Special Tokens						
3-year Desk Calendar:	pcs	300				
- Material: Thick and Premium paper with glossy colored print						
- Twin wire binding						
- Dimensions: (L) 8.5 inches x (H) 6 inches						
- Standing flip desk calendar						
- From January to December 2023, 2024 to 2025 (see attached sample design)						
3-in-1 Charging Cable	pcs	250				
- Material: Nylon braided						
- Line length: about 1.2 meters						
- Interface: Lightning/Android/Type-C						
- Supports multiple devices synchronous charging and/or data transfer						
- Color: Black						
- With individual box/container (see attached sample design)						
Cable Organizer Pouch:	pcs	250				
- Material - Tech Pouch Bag made of durable and high-quality waterproof oxford, soft sponge inside, case protects electronics accessories						
- Dimensions: 4.9 inches x 7.5 inches x 1.4 inches						
- Weight: 0.22lb						
- Lightweight and compact cable organizer pouch with 3 mesh pockets (1x large, 2x small) can fit USB cable, earphones, etc. (see attached sample design)						
Double Walled Tumbler	pcs	50				
- Material: Food Grade Stainless Steel Interior and Smooth-Finished Bamboo exterior with strainer						
- With PSA and NCS Logos, and laser engraving "15th National Convention on Statistics"						
- 300 ml capacity						
- With individual box (see attached sample design)						
Double-sided Desk Mat	pcs	50				
-Materials: Anti Fade, anti slip, and Durable Velvet and Leatherette Material						
-Dimensions: 80 cm x 40 cm						
- Color: Yellow and Navy Blue						
- With PSA Logo and NCS Logos						
- With individual box/container						