



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY

RSSO XIII (Caraga)

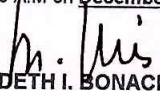
REQUEST FOR QUOTATION



The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake the procurement of **Inks and Toners for RSSO and its Province for 2023 CPBI/OSPBI and 2024 Popcen-CBMS Operation**

Name of Project	2023 CPBI/OSPBI and 2024 Popcen-CBMS Operation
Solicitation	RSSO RFQ No. 2024-12-175
Reference Number	RSSO PR No. 2024-11-219
Location	PSA - RSSO XIII
Brief Description	Refer to Specification/Table below
Quantity	Refer to table below
Mode of Procurement	NP-Small Value Procurement
Approved Budget for the Contract (ABC)	Lot 4: Php 71,500.0; Lot 5: Php 192,800.00
Date of Delivery	15 days after receipt of Purchase Order

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than 9:00 A.M on **December 09, 2024** the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.


BERNADETH I. BONACHITA
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. Terms of Payment shall be made through check payable to the supplier.
6. Please submit/update your registration with the PSA (please disregard if you have already submitted/updated your registration with us), If none yet, submit, together with your quotation the photocopy of your Municipal and business permit, BIR Certificate of Registration, Phil. Government Electronic Procurement System (PhilGEPS) Registration, and Omnibus Sworn Statement (for 50k and above) and/or current Income Tax Return (for 500k and above).
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. The Lowest bidder shall be informed immediately and shall be asked to submit additional requirements within three days after the opening of bids or during post qualification.
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.

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
Inks and Toners for RSSO and its Province for 2023 CPBI/OSPBI and 2024 Popcen-CBMS Operation						
Lot 4:						
Epson Ink 774	bottle	14	P _____	P _____		
Ink Epson 003, 65 mL, Black	bottle	36	P _____	P _____		
Ink Epson 003, 65 mL, Cyan	bottle	31	P _____	P _____		
Ink Epson 003, 65 mL, Magenta	bottle	31	P _____	P _____		
Ink Epson 003, 65 mL, Yellow	bottle	31	P _____	P _____		
Ink Epson 005, 120 mL, Black	bottle	11	P _____	P _____		
Ink HP GT 53 (Black)	bottle	5	P _____	P _____		
Ink HP GT 52 (Cyan)	bottle	5	P _____	P _____		
Ink HP GT 52 (Magenta)	bottle	5	P _____	P _____		
Ink HP GT 52 (Yellow)	bottle	5	P _____	P _____		
Lot 5:						
Canon 325 LaserJet Toner, Black, Genuine	cart	16	P _____	P _____		
Toner 76A for Printer HP LaserJet	cart	12	P _____	P _____		
Toner Cartridge, HP80A	cart	4	P _____	P _____		
TOTAL AMOUNT IN FIGURES:				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 of authorized representative/Signature: _____

Position: _____

Name of Company: _____

Address: _____

Email Address: _____

Fax No. _____ Tel No. _____

Cellphone No. _____

Date: _____