



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:
SHOPPING
as Alternative Modes of Procurement for official use of PSA Camarines Norte with the following details:

Name of Project	Procurement of Supplies for PhilSys Step 2 Registration and Printable PhilID for July to September PSA Camarines Norte
Solicitation	2023-08-057-CN
Location	PSA Camarines Norte
Brief Description	(See Bid Form, <i>Page 2</i>)
Quantity	(See Bid Form, <i>Page 2</i>)
Approved Budget for the Contract (ABC)	Php52,045.00
Contract Duration	15 days upon the receipt of P.O.

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **12:00PM, September 4, 2023** at the **PSA Camarines Norte, 2nd Flr. LRJ Bldg. III, J. Lukban St. cor Carlos II St., Daet, Camarines Norte.**

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
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.

BID FORM

Item/s and Specification/s (Minimum)	Unit	Qty	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications	
					YES	NO
Procurement of Supplies for PhilSys Step 2 Registrarion and Printable PhilID for July to September PSA Camarines Norte						
Ballpen, fine point, black	piece	180	P _____	P _____	()	()
Detergent powder, 1000g/pack	pack	24	P _____	P _____	()	()
Dishwashing liquid, 480 ml	bottle	45	P _____	P _____	()	()
Envelope, documentary, brown, for long sized documents	piece	100	P _____	P _____	()	()
Folder with tab, long	piece	100	P _____	P _____	()	()
Hand soap, liquid, 500ml	bottle	45	P _____	P _____	()	()
Marker, permanent, bullet type, black	piece	45	P _____	P _____	()	()
Plastic envelope, long	piece	100	P _____	P _____	()	()
Scissors, symmetrical, blade length: 65mm min	pair	15	P _____	P _____	()	()
Sponge with foam, ordinary	piece	45	P _____	P _____	()	()
Tape, masking, width: 24mm (±1mm)	roll	90	P _____	P _____	()	()
Tape, transparent, width: 24mm, 1m	roll	90	P _____	P _____	()	()
Toilet tissue paper, 2 ply, 12s per pack	pack	15	P _____	P _____	()	()
Wet wipes	piece	90	P _____	P _____	()	()
Nothing Follows			Total	P _____		
				Total amount in words:		
For official use of PSA Camarines Norte						

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 No./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: _____