



**REQUEST FOR QUOTATION**

The Philippine Statistics Authority (PSA) **Regional Statistical Services Office (RSSO) MIMAROPA Statistical Operations and Coordination Division (SOCD)** through Regional Office-Bids and Awards Committee (RO-BAC) will undertake alternative mode of procurement **Small Value Procurement** – pursuant to the provisions of R.A. 9184, to wit;

<b>Name of Project</b>	<b>July 2024 Labor Force Survey (LFS) and 2024 Annual Poverty Indicators Survey (APIS) Polo Shirt, Umbrella and Interviewer's Bag</b>
<b>Solicitation</b>	<b>2024-07-0448</b>
<b>Place of Delivery</b>	Calapan City, Oriental Mindoro
<b>Brief Description</b>	<b>Meals and Snacks</b>
<b>Quantity</b>	3 items
<b>Approved Budget for the Contract (ABC)</b>	P 96,250.00
<b>Date of Delivery</b>	July 26, 2024

Please quote your **lowest price** on the attached bid form and submit personally your **SEALED QUOTATION not later than 9:00 AM on Monday, July 15, 2024** at the Civil Registration and Administrative Support Division (CRASD), 2<sup>nd</sup> Floor, Emerald Building (PRIMA), J.P Rizal St. Camilmil, Calapan City.

Received by:

Name and Signature: \_\_\_\_\_

Company: \_\_\_\_\_

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

**CHARLYN ROMERO-CANTOS, PhD**  
 PSA-RO-BAC Chairperson

**Terms and Conditions:**

1. All entries must be written legibly in the Bid Form.
2. Late submission of quotation shall not be accepted.
3. Bids exceeding the ABC shall be disqualified.
4. Requirements:
  - i. Copy of PhilGEPS Registration
  - ii. Mayor's Permit/Business Permit
  - iii. *Income/Business Tax Return (for ABCs above P500K)*
  - iv. *Omnibus Sworn Statement (Emergency Procurement with ABC at least P500,000.00 and for Small Value Procurement with ABC at least P50,000.00)*
5. Award of contract shall be made to the lowest/single calculated and responsive bid.
6. Terms of Payment shall be made through check/ADA payable to the supplier.
7. Warranty shall be for a period of six (6) months for goods and one (1) year for equipments from date of acceptance by the procuring entity.
8. Price validity shall be a period of 30 calendar days for goods and six (6) months for services.
9. Pending the perfection of Purchase Order/Service Agreement/Contract of Service, 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 (please check)	
					YES	NO
<b>July 2024 Labor Force Survey (LFS) and 2024 Annual Poverty Indicators Survey (APIS) Polo Shirt, Umbrella and Interviewer's Bag</b>						
<b>Customized Polo Shirt</b> -cotton -Print Design: Print must be visually clear and readable with full sublimation printing - see attached design	pc	110			( )	( )
<b>Umbrella</b> -automatic open and close -water repellant fabric -8 Ribs -3 Folds - with printed PSA Logo and name of survey - see attached design	pc	55			( )	( )
<b>Interviewer's Bag</b> -waterproof -adjustable and padded shoulder straps -Size: 45cm x 30cm x 39cm -Color: black - with printed LFS/APIS logo, PSA Logo and name of survey - see attached design	pc	55			( )	( )
Expected Date of Delivery: July 26, 2024						
Place of Delivery: PSA RSSO MIMAROPA, Camilmil, Calapan City, Oriental Mindoro and PSA Palawan, San Miguel, Puerto Princesa City, Palawan						
RSSO MIMAROPA	80 Poloshirt					
	40 Umbrella					
	40 Bag					
PSA Palawan	30 Poloshirt					
	15 Umbrella					
	15 Bag					
	<b>**nothing follows**</b>					
<b>TOTAL</b>						



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: \_\_\_\_\_

LBP Account No. of Establishment: \_\_\_\_\_ Name of Payee: \_\_\_\_\_

Tax Identification Number: \_\_\_\_\_ Copy of PhilGEPS Registration No.: \_\_\_\_\_

BIR Registration:  VAT  Non-VAT

Canvassed by:

\_\_\_\_\_  
Canvasser

