



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 Negotiated Procurement through Small Value Procurement as Alternative Methods of Procurement for the Courier/Freight Services for CY 2019 of PSA Camarines Sur with the following details:

|   |                                      |
|---|--------------------------------------|
| <b>Name of Project</b>                        | Courier/Freight Services for CY 2019 |
| <b>Solicitation</b>                           | PR No. 2019-01-001-CS                |
| <b>Location</b>                               | Naga City                            |
| <b>Brief Description</b>                      | (see Bid Form, page 2)               |
| <b>Quantity</b>                               | (see Bid Form, page 2)               |
| <b>Approved Budget for the Contract (ABC)</b> | P 72,000.00                          |
| <b>Contract Duration</b>                      |                                      |

Please quote your **lowest price** on the item/s listed below and submit personally your **SEALED QUOTATION** not later than **1:00 pm on January 25, 2019** at the **PSA Camarines Sur, #774 Panganiban Avenue, Naga City.**

  
**CECILLE A. BRIONES**  
RBAC Chairman

#### 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:
  - a. Mayor's Business permit
  - b. PhilGEPS Registration Number
  - c. Omnibus Sworn Statement
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 supplier.
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.

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**BID FORM**

| Item/s and specification/s<br>(minimum)                          | Unit  | Qty. | Unit Price | Total Amount<br>(VAT inclusive) | Compliance with Technical Specifications<br>(please check) |     |
|--|-------|------|------------|---------------------------------|--|-----|
|  |       |      |            |                                 | YES  | NO  |
| <b>Courier/Freight Services for CY</b>                           |       |      |            |                                 |  |     |
| Express Cargo  |       |      |            |                                 |  |     |
| Legazpi City   | pouch | 36   | ₱ _____    | ₱ _____                         | ( )  | ( ) |
| Quezon City  | pouch | 36   | ₱ _____    | ₱ _____                         | ( )  | ( ) |
| Express Cargo  |       |      |            |                                 |  |     |
| Legazpi City   | pouch | 6    | ₱ _____    | ₱ _____                         | ( )  | ( ) |
| Quezon City  | pouch | 2    | ₱ _____    | ₱ _____                         | ( )  | ( ) |
| 1 Pounder  |       |      |            |                                 |  |     |
| Legazpi City   | pouch | 132  | ₱ _____    | ₱ _____                         | ( )  | ( ) |
| Quezon City  | pouch | 12   | ₱ _____    | ₱ _____                         | ( )  | ( ) |
| Daet, Camarines Norte  | pouch | 12   | ₱ _____    | ₱ _____                         | ( )  | ( ) |
| Sorsogon City  | pouch | 12   | ₱ _____    | ₱ _____                         | ( )  | ( ) |
| Masbate City   | pouch | 12   | ₱ _____    | ₱ _____                         | ( )  | ( ) |
| Virac, Catanduanes   | pouch | 12   | ₱ _____    | ₱ _____                         | ( )  | ( ) |
| 3 Pounder  |       |      |            |                                 |  |     |
| Legazpi City   | pouch | 72   | ₱ _____    | ₱ _____                         | ( )  | ( ) |
| 5 Pounder  |       |      |            |                                 |  |     |
| Legazpi City   | pouch | 24   | ₱ _____    | ₱ _____                         | ( )  | ( ) |
| Quezon City  | pouch | 6    | ₱ _____    | ₱ _____                         | ( )  | ( ) |
| X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X                                  |       |      |            | Total amount in words: _____    |  |     |
| For official use, Philippine Statistics Authority– Camarines Sur |       |      |            | _____                           |  |     |
|  |       |      |            | _____                           |  |     |
|  |       |      |            | _____                           |  |     |
|  |       |      |            | _____                           |  |     |

**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: \_\_\_\_\_

Fax No.: \_\_\_\_\_ Tel No.: \_\_\_\_\_ Cellphone No.: \_\_\_\_\_

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

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Printed Name and Signature of Canvasser: \_\_\_\_\_