



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
REGION V – BICOL

REQUEST FOR QUOTATION

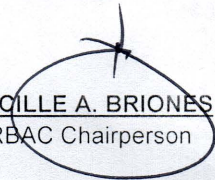
The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake:

SHOPPING

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

Name of Project	Procurement of office supplies and toners for the convening for City/Municipality and Provincial CBMS Coordinating Board for the 2024 Community-Based Monitoring System (CBMS)
Solicitation	2024-01-003-CS
Location	PSA Camarines Sur
Brief Description	<i>Office supplies and toners</i>
Quantity	<i>see page 2 for details</i>
Approved Budget for the Contract (ABC)	Php 132,830.00
Contract Duration	15 days upon receipt of PO

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **12:00PM, January 17, 2023** at the **PSA Camarines Sur Provincial Statistical Office, #774 Panganiban Avenue, Naga City.**


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 (please check)	
					YES	NO
Procurement of office supplies and toners for the convening for City/Municipality and Provincial CBMS Coordinating Board for the 2024 Community-Based Monitoring System (CBMS)						
Lot 1: Office Supplies (ABC - Php48,230.00)						
Bondpaper, multi-purpose, 70gsm, A4 210mmx297mm	ream	70	P _____	P _____	()	()
Bondpaper, multi-purpose, 80gsm, Legal 216mmx330mm	ream	30	P _____	P _____	()	()
Epson Ink 003, 65ml (black)	bottle	15	P _____	P _____	()	()
Epson Ink 003, 65ml (cyan)	bottle	3	P _____	P _____	()	()
Epson Ink 003, 65ml (magenta)	bottle	3	P _____	P _____	()	()
Epson Ink 003, 65ml (yellow)	bottle	3	P _____	P _____	()	()
Folder, fancy with slide, legal	pc	700	P _____	P _____	()	()
Stapler, standard type	pc	1	P _____	P _____	()	()
Clip, backfold 25mm	box	20	P _____	P _____	()	()
Paper clip, vinyl/plastic coated, 33mm	box	30	P _____	P _____	()	()
Lot 2: Toners (ABC - Php84,600.00)						
Toner cartridge, HP85A	cart	3	P _____	P _____	()	()
Toner kyocera, TK1147	cart	10	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: _____