

REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake alternative mode of procurement, small value procurement for office supplies.

Name of Project	Laptop
Solicitation	17-09-194-CRASD
Location	Legazpi City
Brief Description	
Quantity	2
Approved Budget for the	
Contract (ABC)	P100,000.00
Contract Duration	

Please quote your **lowest price** on the item/s listed below and submit personally your **SEALED QUOTATION not later than 10:00 AM on <u>September 22, 2017</u> at the Administrative Division, 2nd Flr. Albay Capitol Annex Bldg. 1, Legazpi City**

SGD ANABELLA D. BARQUILLA RBAC Chairman

Terms and Conditions:

- 1. Supplier must be within Legazpi City area.
- 2. Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
- 3. All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
- 4. Late submission of quotation shall not be accepted.
- 5. Bids exceeding the ABC shall be disqualified.
- 6. 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.
- 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. Terms of Payment shall be made through check payable to the supplier.
- 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.

PHILIPPINE STATISTICS AUTHORITY REQUEST FOR QUOTATION

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BID FORM

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Comp with Te Specific (please YES	chnical cations
Laptop Intel core i7 (7 th Generation) 8 GB or higher drive Memory ITB Hard Drive 15.6" Screen With numeric keypad (right side) License (Microsoft Home & Business) Xxx For official use of PSA-RSSO V, Legazpi City re: c/o Admin. Officer IV	рс	2		Total amount in words:		

Other Requirements:

After having carefully read and accepted your Terms a noted above.	nd Conditions. I/We quote you on the item at prices
Printed Name of authorized representative/Signature_	
Position:	
Name of Company	
Address:	_Email Address:
Fax No Tel No.:	Cellphone No
Date:	
LBP ACCOUNT NUMBER OF ESTABLISHMENT:	