



REQUEST FOR QUOTATION

The **Philippine Statistics Authority (PSA)** through the Bids and Awards Committee (BAC), intends to procure Various Epson Toner **Section 52.1(b) (Shopping)** which shall be undertaken in accordance with Section 52.1(b) (Shopping) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, with an Approved Budget of the Contract (ABC) in the amount of **Php 221,050.00** Two Hundred Twenty One Thousand Fifty Pesos Only

Please quote your **best offer** for the **item/s described herein**, subject to the Terms and Conditions provided below. Submit your quotation duly signed by you or your duly authorized representative **not later than** 31 August 2023 at 11:00 AM through email at bac-secretariat@psa.gov.ph and bacsecretariat.psa@gmail.com

For any clarification, you may contact us at telephone no. **(02) 8374-8263** or email address at gsdprocurement.psa@gmail.com

Minerva Eloisa P. Esquivias
MINERVA ELOISA P. ESQUIVIAS
 Chairperson, Bids and Awards Committee

TERMS AND CONDITIONS

- 1 Bidders shall provide correct and accurate information required in this form.
- 2 Price quotation/s must be valid for a period of **thirty (30) calendar days** from the date of submission.
- 3 Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
- 4 Quotations exceeding the ABC shall be rejected.
- 5 Award of contract shall be made to the lowest calculated and responsive bid (LCRB).BY LOT
- 6 Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or your duly authorized representative.
- 7 In case of two or more bidders are determined to have submitted the LCRB, the PSA shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning bidder in accordance with GPPB Circular 06-2005.
- 8 The item/s shall be delivered according to the requirements specified in the Purchase Request (PR).
- 9 The PSA shall have the right to inspect and/or test the goods to confirm their conformity to the Technical Specifications.
- 10 Payment shall be made after delivery and upon submission of the required supporting documents, i.e. Order Slip and/or Billing Statement, by the supplier. Our Government Servicing Bank, **Land Bank of the Philippines**, shall credit the amount due to the identified bank of the supplier **not earlier than twenty four (24) hours, but not later than forty eight (48) hours**, upon receipt of our advice. Please note that the corresponding **bank transfer fee**, if any, shall be chargeable to the account of the supplier.
- 11 Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed period shall be imposed per day of delay. The PSA shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Documents to be submitted	Deadline	Remarks
Copy of the 2023 Mayor's/Business Permit and valid PhilGEPS Registration	Not later than <u>31 August 2023</u> at <u>11:00 AM</u> together with the quotation	together with the Quotation



Management System
 ISO 9001:2015
 www.tuv.com
 ID 9108640991



PSA Complex, East Avenue, Diliman, Quezon City, Philippines 1101
 Telephone: (632) 8938-5267
www.psa.gov.ph

RECEIVED
GSD Procurement

Name: [Signature]
 Date: 8/23
 Time: 11:25 AM

REQUEST FOR QUOTATION
PR No. 23-07-0767

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows:

Item(s) and Specification(s), minimum	Unit	Quantity	Unit Price	Total Amount (VAT Inclusive)	Compliance with Technical Specifications (pls. check)	
					Yes	No
Epson 005 Black Ink 120ml (C13T03Q100)	piece	45				
Epson Ink T7741 for Epson M200 140ml (Black)	piece	34				
Epson S110 Ink for Epson Work Force ALM320DN Mono Laser Printer (Black)	piece	16				
Epson SJIC31P (C) Ink Cartridge Cyan for Epson ColorWorks C7510/C7510G Inkjet Colour Label Printer Ink	piece	2				
Epson SJIC31P (K) Black for Epson ColorWorks C7510/C7510G Inkjet Colour Label Printer Ink	piece	2				
Epson SJIC31P (M) Magenta for Epson ColorWorks C7510/C7510G Inkjet Colour Label Printer Ink	piece	2				
Epson SJIC31P (Y) Yellow for Epson ColorWorks C7510/C7510G Inkjet Colour Label Printer Ink	piece	2				
Epson SJMB7500 Maintenance Tank with chip for Epson Colorsworks C7500 C7500G TM - C7520G C7510G Printer Maintenance Box	piece	2				
Ink Cartridge Epson C13T664100 (T6641), Black	piece	4				
Ink Cartridge Epson C13T664200 (T6642), Cyan	piece	2				
Ink Cartridge Epson C13T664300 (T6643), Magenta	piece	2				
Ink Cartridge Epson C13T664400 (T6644), Yellow	piece	2				

Ink Cartridge, Epson L3110 (003) Black	piece	12				
Ink Cartridge, Epson L3110 (003) Cyan	piece	6				
Ink Cartridge, Epson L3110 (003) Magenta	piece	6				
Ink Cartridge, Epson L3110 (003) Yellow	piece	6				
Ink, Epson L805 673 Black	piece	10				
Ink, Epson L805 673 Cyan	piece	10				
Ink Epson L805 673 Light Cyan	piece	10				
Ink Epson L805 673 Light Magenta	piece	10				
Ink Epson L805 673 Magenta	piece	10				
Ink Epson L805 673 Yellow	piece	10				
*Must be Authorized distributor of Epson Products						
**must be Genuine of Epson toners						
This procurement project is to be awarded by lot						
Total amount in words:						

Printed name of the authorized representative: _____ Signature: _____

Name of Company: _____ Position: _____

Address: _____ Email address: _____

Fax No.: _____ Tel. No.: _____ Mobile No.: _____

Date: _____