



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 Mode of Procurement for official use of PSA RSSO V with the following details:

Name of Project	Procurement of Prizes for the 34th Civil Registration Month Activities
Solicitation	2024-01-025-CRASD
Location	PSA RSSO V
Brief Description	(See Bid Form, Page 2 )
Quantity	(See Bid Form, Page 2 )
Approved Budget for the Contract (ABC)	Php 53,700.00
Contract Duration	3 days upon receipt of P.O

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **12:00PM, January 29, 2024** at the **2/F PSA Building, Regional Government Center, Rawis, Legazpi 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 Specification	
					YES	NO
<b>Procurement of Prizes for the 34th Civil Registration Month Activities</b>						
<b>LOT 1</b>						
Cellphone	pc	1	P _____	P _____	( )	( )
Smart Watch	pc	4	P _____	P _____	( )	( )
Bluetooth Earphone	pc	4	P _____	P _____	( )	( )
External Hardrive	pc	4	P _____	P _____	( )	( )
USB Flash Drive	pc	18	P _____	P _____	( )	( )
<b>LOT 2</b>						
Sling Bag, Unisex	pc	9	P _____	P _____	( )	( )
Tumbler	pc	1	P _____	P _____	( )	( )
Small Pouch Bag	pc	16	P _____	P _____	( )	( )
			<b>Total</b>	P _____		
				Total amount in words:		
				_____		
				_____		
				_____		
For official use of PSA RSSO V						

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