



REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) through its Special Bids and Awards Committee (BAC) will undertake alternative mode of procurement, negotiated procurement for small value procurement on various furnitures

Name of Project	General Administrative Support Service
Solicitation	PR 2016-07-072 to 2016-07-076
Location	Butuan City
Brief Description	<p>Item 1: Writing Desk, walnut grey, 1600 mm x 600 mm x 750 mm</p> <p>Item 2: Sofa, 3 seater, 187 cm x 80 cm x 83 cm Framing: Gemelina Wood Frame; Seat Type: Fixed Leg Color: Chrome</p> <p>Item 3: Sofa, 3 seater, 194.1 cm x 86.5 cm x 81.5 cm (including back cushion) Seat Height: 43.2 cm; Back Height: 60.9 cm Arm Height: 60.9 cm; Inside Seat Width: 168.5 cm Framing: Gemelina Wood Frame; Seat Type: Loose Leg: Wooden Base Frame; Leg Color: Coffee Finish With 3 Piece Back Pillow, 22" x 18" x 4" fixed With 2 Pieces Throw Pillow, 18" x 18"</p> <p>Item 4: Sofa, 3 seater, 249.2 cm x 87.7 cm x 86 cm. (including back cushion) Seat Height: 43.1 cm; Back Height: 71.2 cm Arm Height: 71.2 cm; Inside Seat Width: 183 cm Framing: Gemelina Wood Frame; Seat Type: Loose Leg Color: Chrome With 3 Piece Back Pillow, 26" x 18" x 4" fixed With 2 Pieces Throw Pillow, 16" x 16"</p> <p>Item 5: Sofa, 3 seater, 216.3 cm x 92.7 cm x 86.3 cm. (including back cushion) Seat Height: 40.6 cm; Back Height: 62.2 cm Arm Height: 62.2 cm; Inside Seat Width: 183 cm Framing: Gemelina Wood Frame; Seat Type: Loose Leg: A108 Metal Leg (20 x 13 x 5 cm ht) Leg Color: Chrome With 3 Piece Back Pillow, 24" x 18" With 2 Pieces Throw Pillow, 16" x 16"</p> <p>Item 6: Sofa, 2 seater. 155.4 cm x 92.7 cm x 86.3 cm (Including back pillow) Seat Height: 40.6 cm Back Height: 62.2 cm Arm Height: 62.2 cm Inside Seat Width: 122 cm With 2 Pieces Back Pillow, 24" x 18" With 2 Pieces Throw Pillow, 16" x 16"</p>

Quantity	Item 1: 10 Pieces Item 2: 1 Piece Item 3: 1 Piece Item 4: 1 Piece Item 5: 1 Piece Item 6: 1 Piece
Approved Budget for the Contract (ABC)	₱124,000.00
Contract Duration	30 Days after receipt of Purchase Order

Please quote your **lowest price** on the item/s listed below and submit personally using this Request for Quotation Form not later than 5:00 pm on July 15, 2016 at the Regional Statistical Services Office XIII, Jedal Building, Lopez Jaena Extension, Butuan City.


MELCHOR B. BAUTISTA
 SBAC 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 additional requirements within three days after the opening of bids or during post qualification.
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.

BID FORM

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
Item 1: Writing Desk, walnut grey, 1600 mm x 600 mm x 750 mm	Piece	-10-	P _____	P _____		
Item 2: Sofa, 3 seater, 187 cm x 80 cm x 83 cm Framing: Gemelina Wood Frame; Seat Type: Fixed; Leg Color: Chrome	Piece	-1-	P _____	P _____		
Item 3: Sofa, 3 seater, 194.1 cm x 86.5 cm x 81.5 cm (including back cushion) Seat Height: 43.2 cm; Back Height: 60.9 cm Arm Height: 60.9 cm; Inside Seat Width:168.5 cm Framing: Gemelina Wood Frame; Seat Type:Loose Leg: Wooden Base Frame; Leg Color: Coffee Finish With 3 Piece Back Pillow, 22" x 18" x 4" fixed With 2 Pieces Throw Pillow, 18" x 18"	Piece	-1-	P _____	P _____		
Item 4: Sofa, 3 seater, 249.2 cm x 87.7 cm x 86 cm. (including back cushion) Seat Height: 43.1 cm; Back Height: 71.2 cm Arm Height: 71.2 cm; Inside Seat Width: 183 cm Framing: Gemelina Wood Frame; Seat Type:Loose Leg Color: Chrome With 3 Piece Back Pillow, 26" x 18" x 4" fixed With 2 Pieces Throw Pillow, 16" x 16"	Piece	-1-	P _____	P _____		
Item 5: Sofa, 3 seater, 216.3 cm x 92.7 cm x 86.3 cm. (including back cushion) Seat Height: 40.6 cm; Back Height: 62.2 cm Arm Height: 62.2 cm; Inside Seat Width: 183 cm Framing: Gemelina Wood Frame; Seat Type:Loose Leg: A108 Metal Leg (20 x 13 x 5 cm ht) Leg Color: Chrome With 3 Piece Back Pillow, 24" x 18" With 2 Pieces Throw Pillow, 16" x 16"	Piece	-1-	P _____	P _____		
Item 6: Sofa, 2 seater. 155.4 cm x 92.7 cm x 86.3 cm (Including back pillow) Seat Height: 40.6 cm Back Height: 62.2 cm Arm Height: 62.2 cm Inside Seat Width: 122 cm With 2 Pieces Back Pillow, 24" x 18" With 2 Pieces Throw Pillow, 16" x 16" *****	Piece	-1-	P _____	P _____		
				Total amount in words: _____		

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 of authorized representative/Signature _____

Position: _____

Name of Company _____

Address: _____ Email Address: _____

Fax No. _____ Tel No.: _____ Cellphone No. _____

Date: _____

REGIONAL STATISTICAL SERVICES OFFICE XIII (Caraga Region)

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