



REQUEST FOR QUOTATION

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake alternative mode of procurement, Small Value Procurement for PSA Wall Signs, Door Sticker, and Standee.

Name of Project	General Administrative Support Service
Solicitation	SDN PR No. 2017-07-0084
Location	PSA Surigao del Norte
Brief Description	Refer to Bid Form below
Quantity	Refer to Bid Form
Approved Budget for the Contract (ABC)	₱ 74,575.00
Contract Duration	Within 10 days after receipt of Purchase Order

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than 8:00 am on August 07, 2017 at the Regional Statistical Services Office XIII, Freeman Building, J.C. Aquino Avenue, Butuan City.

for: Melchor B. Bautista
MELCHOR B. BAUTISTA
 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. Terms of Payment shall be made through check payable to the supplier.
6. Please submit/update your registration with the PSA (please disregard if you have already submitted/updated your registration with us), if none yet, submit, together with your quotation the photocopy of your DTI /SEC registration, Municipal and business permit, and current ITR and Phil. Government Electronic Procurement System (PhilGEPS) Registration.
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. 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.
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.

Item/s and specifications (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
In Lot:						
Item 1: PSA Logo and Brief History wall sign 36 inches L x 30 inches W Acrylic, 1/8 inch thickness	piece	-1-	₱ _____	₱ _____		
Item 2: PSA Organizational Chart Wall Sign 36 inches L x 30 inches W Acrylic, 1/8 inch thickness	piece	-1-	₱ _____	₱ _____		
Item 3: PSA Wall Sign 72 inches L x 36 inches W Acrylic, 1/8 inch thickness	piece	-1-	₱ _____	₱ _____		
Item 4: PSA Unit Wall Sign 48 inches L x 12 inches W Acrylic, 1/8 inch thickness	piece	-6-	₱ _____	₱ _____		
Item 5: PSA Logo frosted door sticker 24 inches L x 24 inches W	piece	-5-	₱ _____	₱ _____		
Item 6: PSA Standee Opaque, 1/8 inch thickness 60 inches L x 24 inches W (body) 60 inches L x 12 inches W (base)	piece	-4-	₱ _____	₱ _____		

TOTAL AMOUNT IN WORDS: