



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
NATIONAL CAPITAL REGION

REQUEST FOR QUOTATION

Name of Project: Procurement of Office Supplies for Philsys Step 2 Registration of PSA-NCR PO I

Solicitation No: PSA-NCR-RO-21-031

Date: 26 April 2021

Place of Delivery: PSA-NCR PO I
GAMA Building, J.P. Laurel cor. Minerva Street
San Miguel, Manila

ABC: **Php 110,000.00**

Description:

The Philippine Statistics Authority - Regional Statistical Service Office National Capital Region (PSA-RSSO NCR) invites interested suppliers / bidders to submit their quotations / proposals for the hereunder requirements:

1. Mayor's Permit
2. PhilGeps Registration
3. Omnibus Sworn Statement or
4. Income Tax Return

Please submit your formal proposal duly signed by your representative through email to: psa.ncr.robac@gmail.com or via sealed envelope or the option of the supplier, attention to:

MR. ELMOR G. BARROQUILLO
ROBAC Chairperson
Philippine Statistics Authority
National Capital Region

Note: Price quoted shall include VAT.

Deadline for submission of sealed quotations is on April 30, 2021, 10:00 A.M. at 9th Floor EDSA Grand Residences, 75 Corregidor Street corner EDSA, Quezon City. The PSA- RSSO NCR assume no responsibility, whatsoever, to compensate or indemnify suppliers / bidders for any expenses incurred in the preparation of the quotation.



Address: 9/F EDSA Grand Residences, 75 Corregidor St. Cor. EDSA, Quezon City 1105
Tel No. (632) 8937-7738, (632) 8936-7292, (632) 8362-6042
URL: <http://rssoncr.psa.gov.ph>
Email: psa.ncr.rssso@gmail.com

A. Project Site and Contact Person

Project Site	Contact Person	Address / Telephone No.
City of Manila	Jing Rocabo	GAMA Building, J.P. Laurel cor. Minerva Street, San Miguel, Manila Tel. Nos. 8-716-7911 / 8-713-1015

B. Schedule of Delivery

Date of Delivery	ABC	Goods to be Delivered
7-10 days upon receipt of Notice to Proceed	(Subject to 6% VAT)	Office Supplies

C. Technical Specifications

Specifications	Unit	Qty	Unit Price	Total Amount VAT inclusive	Compliance with Technical Specification/ Brand Name (please check) YES NO
Procurement of Office Supplies for Philsys Step 2 Registration					
Silicon ID Holder, 50 pcs	pack	10			
Vellum Board, 8.5 x 13, 220 gsm, white	pack	50			
Sign pen, black, 12 pcs per box	box	30			
Ballpen, black, 50 pcs per box	box	5			
Bond paper, Long	box	50			
Colored paper, 80gsm, 250 sheet per pack	pack				
• Red		1			
• Yellow		1			
• Green		1			
• Orange		1			
Roll laminating film, 9 inc, 50 meters	pack	1			
Laminating film, 65mmx95mm, 125 microns, 100 pcs per pouch	pouch	25			
Anti-slip sticker tape, 2 in x 5m	pc	20			
Ink, Epson Bk 859, 140ml	bottle	50			
Wall hook	pc	100			

C. Financial Proposal

1. The supplier / bidder shall submit as part of their financial proposal, the price schedule of the goods and other related services as specified in the Technical Specification.
2. Prices quoted by the supplier / bidder shall be fixed during the bidder's performance of the contract and not subject to variation/s or price escalation/s on any account. A bid / proposal submitted with an adjustable price quotation shall be treated as non-responsive and shall be rejected.

Prepared by:


GERALD M. MORADA
ROBAC Secretariat

Approved:


ELMOR G. BARROQUILLO
ROBAC Chairperson