



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**  
NATIONAL CAPITAL REGION

## REQUEST FOR QUOTATION

Name of Project: Procurement of Various Office Supplies for Labor Force Survey /Family Income and Expenditure Survey Undertaken of PSA-NCR PO V

Solicitation No: PSA-NCR-RO-21-064

Date: 19 May 2021

Place of Delivery: PSA-NCR PO V  
3rd Floor STWLPC Building  
362-342 Gen. Gil Puyat Avenue, Pasay City

ABC: **Php 129,530.00**

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](mailto: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 June 22, 2021, 10:00 A.M. at 9<sup>th</sup> 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.rso@gmail.com](mailto:psa.ncr.rso@gmail.com)

A. Project Site and Contact Person

Project Site	Contact Person	Address / Telephone No.
Pasay City	Gina Nicanor	3rd Floor STWLPC Building 362-342 Gen. Gil Puyat Avenue, Pasay City Tel. Nos. 8- 833-8284 / 8-834-1601

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/ <b>Brand Name</b> (please check)	
					YES	NO
<b>Various Office Supplies for Labor Force Survey /Family Income and Expenditure Survey Undertaken</b>						
• Plastic envelope with handle	pc	230				
• Pencil	pc	450				
• Pencil eraser	pc	230				
• Ballpen, black	pc	230				
• Binder refill notebook	pc	230				
• Alcohol, 500ml	bot	230				
• Disposable facemask 3ply ear loop, 50 pcs/box	box	230				
• Faceshield with box	pc	230				
• Marking pen, black, fine point	pc	500				
• Rags	kl	6				


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