



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
NATIONAL CAPITAL REGION

REQUEST FOR QUOTATION

Title: Procurement of Office Supplies for PSA-NCR PO I
Date: November 10, 2020
Place of Delivery: PSA-NCR PO I
GAMA Building, J.P. Laurel cor. Minerva Street
San Miguel, Manila
ABC: **Php 96,625.00**

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. Income Tax Return
4. Omnibus Sworn Statement

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 November 20, 2020, 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.



Management
System
ISO 9001:2015
www.tuv.com
ID 9108640991



9th Floor EDSA Grand Residences
75 Corregidor Street, cor EDSA
Barangay Ramon Magsaysay, Quezon City 1105
<http://rssoncr.psa.gov.ph> • psa.ncr.rso@gmail.com

A. Project Site and Contact Person

Project Site	Contact Person	Address / Telephone No.
City of Manila	Amelia Basilio	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
5-10 days upon receipt of Notice to Proceed	(Subject to 7% VAT)	Office Supplies

C. Technical Specifications

Specifications	Unit	Qty	Unit Price	Total Amount VAT inclusive	Compliance with Technical Specification (please check) YES NO
Procurement of Office Supplies					
• Notebook	pcs	260			
• Ballpen, Blue	pcs	235			
• Ballpen, Black	pcs	730			
• Ballpen, Red	pcs	20			
• Ballpen, Violet	pcs	50			
• Bondpaper, A4	reams	20			
• Bondpaper, Long	reams	70			
• Bondpaper, Letter	reams	140			

D. 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