Republic of the Philippines
Philippine Statistics Authority
Region II - Cagayan Valley

REQUEST FOR QUOTATION

Name of Establishment: _____
Address: _____

Sir/Madam:

Please quote your lowest price on the item/s listed below, subject to the general condition below stating the shortest time of delivery and submit your quotation duly signed by your representative not later than **30 March 2023** in the returned envelope attached herewith:

ENGR. ROSE Q. PACAY
Chairman, Regional Bids and Awards Committee

Qty.	UOM		Approved Budget for the Contract	Bid Amount	
				PER UNIT	TOTAL
SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR PHILSYS STEP 2 REGISTRATION AND PRINTING OF EPHIL ID, FOR JANUARY TO MARCH 2023 FOR PSA CAGAYAN					
150	ream	Paper, multicopy, 80 gsm, size: 210mm x 297mm		300.00	
60	ream	Paper, multicopy, 80 gsm, size: 216mm x 330mm		350.00	
100	ream	Paper, multicopy, 100 gsm, size: A4		500.00	
278	box	Mailing envelope 9.48" x 4.13" (500 pieces/box)		433.00	
			PHP 236,374.00		
TOTAL					

TOTAL _____

Note:
1. Delivery period is within 15 calendar days from receipt of the Notice to Proceed (NTP).
2. Supplier must state and/or indicate the brand and warranty of each item/product being offered.
3. Prices and specifications for the bid should be valid for 60 days.
4. No payment shall be made until full delivery of item/s is/are completed. A penalty of 1/10 of 1% of each day of delay in the delivery shall be improved.
5. Prices inclusive of VAT.

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

_____
Printed Name/Signature

_____
Tel. No./Cellphone No.

_____
Date

CONRADO A. DECENA
Canvasser