



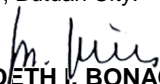
REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
 RSSO XIII (Caraga)

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 use of the PhilSys personnel at the PSA-based Fixed Registration Center.

Name of Project	General Administrative Support Service	
Solicitation	SDN PR No. 2021-10-074	
Location	PSA - RSSO XIII	
Brief Description	Refer to Bid Form below	
Quantity	Refer to Bid Form	
Approved Budget for the Contract (ABC)	Lot 1	Php68,000.00
	Lot 2	Php80,000.00
	Lot 3	Php210,000.00
Date of Delivery	15 Days after the 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 12:00 Noon on **November 9, 2021** at the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.


BERNADETH I. BONACHITA
 RBAC Chairperson

Terms and Conditions:

- Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
- All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
- Late submission of quotation shall not be accepted.
- Bids exceeding the ABC shall be disqualified.
- Terms of Payment shall be made through check payable to the supplier.
- 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, Tax Clearance, BIR Certificate of Registration and current ITR and Phil. Government Electronic Procurement System (PhilGEPS) Registration.
- 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.
- 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.
- 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 specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
Lot 1: Office Table Specifications: Metal Leg Table; W160 x D75 x H75 cm Materials: <ul style="list-style-type: none"> • Made of Melamine laminated on Particle board • 25mm thick top panel with 0.8mm thick PVC edging • 16mm thick front panel with 0.8mm thick PVC edging • 75mm dia. plastic wirehole cap • 1.2mm thick stamped metal sheet Legs in powdercoated finish with 38mm adjustable foot glider Product Weight: 41kgs	Piece	8	P _____	P _____		
Lot 2: Client Waiting Chair Silver 3 Seater Public Chair, Dimensions: W175 x D68 x H88cm 1.5mm Thick Cold-rolled Steel Seat In Powder Coated Finish 1.2mm Thick Cold-rolled Steel Armrest & legs in Powder Coated finish Product Weight: 30.3 kg	Piece	10	P _____	P _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
Lot 3: Office Chair Low Back Office Chair Dimension: W63 x D62.5 x H110-120cm Backrest: metal frame inside w/ foam, covered with pu faux leather in front surface and pvc fabric at backk Seat: Plywood with new foam, covered with pu faux leather in front surface and pvc fabric at back Arm: Polypropylene(pp) plastic with pu padding Gas lift, 10cm length black gas lift with polypropylene (pp) plastic cover Star base, Chrome base, Wheel Caster, Nylon Color Finish: Seat and Back Color Grey Butterfly Mechanism: 360 Degree Swivel, Adjustable Seat Height, Lock and Tilt	Piece	30	₱ _____	₱ _____		
TOTAL AMOUNT IN FIGURES:				₱ _____		
TOTAL AMOUNT IN WORDS:						

Other Requirements:

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

Printed Name of authorized representative/Signature: _____

Position: _____

Name of Company: _____

Address: _____

EmailAddress: _____

Fax No. _____ Tel No. _____

Cellphone No. _____

Date: _____