



Republic of the Philippines  
**PHILIPPINE STATISTICS AUTHORITY**

**REQUEST FOR QUOTATION**

RFQ # 2019-04-112

The Philippine Statistics Authority-Regional Statistical Services Office VII (PSA-RSSO VII) through the Region 7 Bids and Awards Committee (R07 BAC) will undertake Alternative Mode of Procurement, **SHOPPING** for the **PILOT 2020 CENSUS OF POPULATION AND HOUSING**

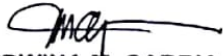
<b>Name of Project</b>	PILOT 2020 CENSUS OF POPULATION AND HOUSING
<b>Solicitation (If posted at the PhilGEPS)</b>	0700-2019-04-028
<b>Purchase Request No.</b>	0722-2019-04-023
<b>Location</b>	Cebu Provincial Statistical Office, 2/F Martina Sugbo Bldg, Cebu City, Cebu
<b>Brief Description</b>	Category A- Office supplies
<b>Quantity</b>	Please refer to page 2 for the detailed quantity
<b>Approved Budget for the Contract (ABC)</b>	Php 62, 450.00
<b>Contract Duration</b>	
<b>Date of Delivery</b>	Within 5-10 Days upon the receipt of Purchase Order (PO)

Please quote your **best price** on the item/s listed below and submit personally your **SEALED QUOTATION** on or before **17 April 2019, 5:00 P.M** through the address below or through email address ([psa07.rbac@gmail.com](mailto:psa07.rbac@gmail.com)):

*Regional Office Bids and Awards Committee (R07 BAC)*  
*Philippine Statistics Authority – RSSO VII*  
*Gaisano Capital South Bldg, Colon St. Cebu City*  
*Attn.: Mr. Caylord D. Niala/ Ms. Melita C. Jomud/ Ms. Irish B. Velasco*  
*RBAC Secretariat*  
*Contact Nos.: (032)412-6794/254-0470*

-or-

*Region 7 Bids and Awards Committee (R07 BAC)*  
*Philippine Statistics Authority – Cebu Provincial Statistical Office*  
*2/F Martina Sugbo Bldg, Cebu City, Cebu*  
*Attn.: Ms. Rosemary S. Yagong*  
*PBAC Secretariat*  
*Contact Nos.: (032)255-8573*

  
**EDWINA M. CARRIAGA**  
R07 BAC Chairperson

**Terms and Conditions:**

1. Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
2. All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
3. The following documentary requirements must be submitted prior to payment:
  - *Mayor's/Business Permit*
  - *PhilGEPS Registration Number/Certificate*
4. Late submission of quotation shall not be accepted.
5. Bids exceeding the ABC shall be disqualified.
6. The Lowest Calculated and Responsive Bidder shall be informed immediately.
7. Award of contract shall be made to the Lowest Calculated and Responsive Bidder and that it complies with the specifications and other terms and conditions as stated in the RFQ.
8. 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.
9. Mode of payment shall be made either through check or Advice to Debit Account (ADA) to the supplier.

**BID FORM**

**IMPORTANT NOTES/REMINDERS:**

1. Use this form for your quotation. Additional bidder's proposal can also be attached to this form.
2. Ensure to check the "Compliance with Technical Specifications" Column.
3. Submit your bid in any of the following:
  - a. Sealed in an envelope, or
  - b. Email to [psa07.rbac@gmail.com](mailto:psa07.rbac@gmail.com) only
4. Non-compliance to the above conditions will result to the disqualification of the bid submitted.

Item No.	Item/s and specification/s (minimum)	Unit	Qty.	Approved Budget for the Contract (ABC)	Unit Price (in Peso) Please indicate your offer/price here.	Total Amount (VAT Inclusive)	Compliance with Technical Specifications (please check)	
							YES	NO
1	Bond paper, letter size, 70 gsm	ream	40	300.00			( )	( )
2	Bond paper, A4 size, 70 gsm	ream	30	300.00			( )	( )
3	Bond paper, F4 size, 70 gsm	ream	70	350.00			( )	( )
4	Box, corrugated, collapsible, size: 10x12x15 inch	pc	10	100.00			( )	( )
5	Tape, packaging, 3" width, branded	roll	10	50.00			( )	( )
6	Tape, masking, 1"	roll	5	20.00			( )	( )
7	Twine, plastic, 1 kg.	roll	5	50.00			( )	( )
8	Paper, wrapping, brown	roll	5	100.00			( )	( )
9	ID jacket, plastic, L: 4 1/4" x W: 2 1/2"	pc	70	20.00			( )	( )
10	Pencil, lead, #2, branded	pc	240	10.00			( )	( )
11	Eraser, white, dust-free, B40, branded	pc	100	25.00			( )	( )
12	Sharpener, single for pencil with lead #2, branded	pc	100	20.00			( )	( )
13	Marker, permanent, black, branded	pc	60	60.00			( )	( )
14	Marker, white board, branded	pc	5	50.00			( )	( )
15	Ballpen, black, BP-S Fine, branded	pc	70	25.00			( )	( )
16	Notebook, 20 sheets, (filler note)	pc	70	10.00			( )	( )

**TOTAL AMOUNT IN WORDS :**

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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 \_\_\_\_\_

TIN #: \_\_\_\_\_ (Please specify if **VAT** or **NON-VAT**)

Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Fax No. \_\_\_\_\_ Tel No.: \_\_\_\_\_ Cellphone No. \_\_\_\_\_

Date: \_\_\_\_\_