



## REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) **Regional Statistical Services Office (RSSO) MIMAROPA Statistical Operations and Coordination Division (SOCD)** through Regional Office-Bids and Awards Committee (RO-BAC) will undertake alternative mode of procurement **Small Value Procurement** – pursuant to the provisions of R.A. 9184, to wit;

<b>Name of Project</b>	<b>Procurement of Various Information and Communications Technology (ICT) Equipment for MIMAROPA Regional and Provincial Offices</b>
<b>Solicitation</b>	<b>2024-12-0984</b>
<b>Place of Delivery</b>	Calapan City, Oriental Mindoro
<b>Brief Description</b>	<b>Printer</b>
<b>Quantity</b>	30 pcs
<b>Approved Budget for the Contract (ABC)</b>	P 450,000.00
<b>Date of Delivery</b>	18 December 2024

Please quote your **lowest price** on the attached bid form and submit personally your **SEALED QUOTATION not later than 9:00 AM on Monday, December 09, 2024** at the Civil Registration and Administrative Support Division (CRASD), 2<sup>nd</sup> Floor, Emerald Building (PRIMA), J.P Rizal St. Camilmil, Calapan City.

Received by:

Name and Signature: \_\_\_\_\_

Company: \_\_\_\_\_

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

  
**VENERANDA F. MENDOZA**  
PSA-RO-BAC Chairperson

### Terms and Conditions:

1. All entries must be written legibly in the Bid Form.
2. Late submission of quotation shall not be accepted.
3. Bids exceeding the ABC shall be disqualified.
4. Requirements:
  - i. Copy of PhilGEPS Registration
  - ii. Mayor's Permit/Business Permit
  - iii. *Income/Business Tax Return (for ABCs above P500K)*
  - iv. *Omnibus Sworn Statement (Emergency Procurement with ABC at least P500,000.00 and for Small Value Procurement with ABC at least P50,000.00)*
5. Award of contract shall be made to the lowest/single calculated and responsive bid.
6. Terms of Payment shall be made through check/ADA payable to the supplier.
7. Warranty shall be for a period of six (6) months for goods and one (1) year for equipments from date of acceptance by the procuring entity.
8. Price validity shall be a period of 30 calendar days for goods and six (6) months for services.
9. Pending the perfection of Purchase Order/Service Agreement/Contract of Service, 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.







**PHILIPPINE STATISTICS AUTHORITY**  
**Regional Statistical Services Office MIMAROPA**  
**REQUEST FOR QUOTATION**  
Page 2



**BID FORM**

Item/s and Specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
<b>Procurement of Various Information and Communications Technology (ICT) Equipment for MIMAROPA Regional and Provincial Offices</b>						
<b>Printer</b>	pc	30			(    )	(    )
Printer Type: Inkjet Printer						
Product Dimension (WxDxH): 435 mm x 380 mm x 195 mm						
"Print Speed: 17 (Mono) / 16.5 (Col) ipm FPOT:6 (Mono) / 6.5 (Col) seconds"						
Paper Size: A4, Letter, Legal, Mexican Legal, India Legal, Folio, Executive, B5, A5, B6, A6, C5 Envelope, Com-10, DL Envelope, Monarch, Photo(10x15cm/4x6"), Photo-L(9x13cm/3.5x5"), Photo-2L(13x18cm/5x7"), Index card(13x20cm/5x8")						
Maximum Paper Capacity: Up to 150 sheets of 80 gsm plain paper						
Please see attached sheets for the photos.						
<b>**NOTHING FOLLOWS**</b>						
"Expected date of delivery: December 18, 2024 Note: "						
Quotations should include shipping cost to PSA Regional, Calapan City						
<b><i>**nothing follows**</i></b>						
<b>TOTAL</b>						

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

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

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



2/F Emerald Building, J.P. Rizal St., Calapan City, Oriental Mindoro  
Telephone: (043) 288-9744 / (043) 470-0598  
Telefax: (043) 441-7371 / (043) 470-0716 / (043) 286-7491  
rssomimaropa@psa.gov.ph



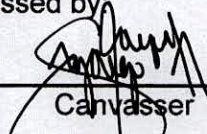
LBP Account No. of Establishment: \_\_\_\_\_ Name of Payee: \_\_\_\_\_

Tax Identification Number: \_\_\_\_\_ Copy of PhilGEPS Registration No.: \_\_\_\_\_

BIR Registration: ☐ VAT

☐ Non-VAT

Canvassed by:

  
\_\_\_\_\_  
Canvasser

