



REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) **Provincial Statistical Office-Palawan** through Regional Office-Bids and Awards Committee (RO-BAC) will undertake alternative mode of procurement– **SHOPPING** pursuant to the provisions of R.A. 9184, to wit;

Name of Project	2024 Census of Population and Community-Based Monitoring System
Solicitation	2024-08-0499
Place of Delivery	PSA PSO-Palawan, Puerto Princesa City, Palawan
Brief Description	Refill of Ink
Quantity	25 sets
Approved Budget for the Contract (ABC)	P 50,000.00
Date of Delivery	August-September, 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, August 12, 2024** at the 2nd Floor, Goldraz Properties Building, Malvar Street, Puerto Princesa City, Palawan.

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.





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BID FORM

Item/s and Specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
Refill of Ink of PSO Palawan for the In-House Printing of 2024 Census of Population and Housing and Community-Based Monitoring System	set	25			()	()
Place of Delivery: PSA PSO-Palawan, Puerto Princesa City, Palawan						
Mode of Payment: SEND BILL						
Inclusions:						
- One (1) Copier Package					()	()
- The supplier will provide (1) brand new copier					()	()
- Supplier will provide the ink, service, repair and replacement of unit if not serviceable					()	()
- Reset Waste Ink counter					()	()
nothing follows						
TOTAL						

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: _____

LBP Account No. of Establishment: _____ Name of Payee: _____

Tax Identification Number: _____ Copy of PhilGEPS Registration No.: _____

BIR Registration: ☐ VAT ☐ Non-VAT

Canvassed by:

CARLA JANE L. GUIRUELA
Canvasser



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