



Republic of the Philippines
PHILIPPINE STATISTICS AUTHORITY
Regional Statistical Services Office VII


REQUEST FOR QUOTATION
RFQ# 2018-107

The Philippine Statistics Authority-Regional Statistical Services Office VII (PSA-RSSO VII) through its Bids and Awards Committee (BAC) will undertake Alternative Mode of Procurement, **Small Value Procurement, for Regional and Provincial Offices for Statistical and Census operations.**

Name of Project	Regional and Provincial Offices for Statistical and Census operations.
Solicitation (If posted at the PhilGEPS)	0700-2018-10-053
Purchase Request No.	0700-2018-10-104
Location	Cebu City
Brief Description	Please refer to 2 nd page
Quantity	Please refer to 2 nd page
Approved Budget for the Contract (ABC)	₱170,000.00
Contract Duration	
Date of Delivery	10-15 days upon receipt of P.O

Please quote your **best price** on the item/s listed below and submit personally your **SEALED QUOTATION** on or before **08 November 2018, 5:00 PM** through the address below or through email address (psa07.rbac@gmail.com):

Regional Bids and Awards Committee (RBAC)
Philippine Statistics Authority – RSSO VII
Gaisano Capital South Bldg, Colon St. Cebu City
Attn.: Mr. Caylord D. Niala/ Ms. Ann Emilyn S. Eballe
RBAC Secretariat
Contact Nos.: (032)412-6794/254-0470


AURELIA M. CANDIA
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.
- The following documentary requirements must be submitted prior to payment:
 - Mayor's/Business Permit
 - PhilGEPS Registration Number/Certificate
 - Income/Business Tax Return
 - Omnibus Sworn Statement

Note: If the abovementioned documents were already submitted except for the Omnibus Sworn Statement, re-submission may no longer be required unless a certain document has already expired.

- Late submission of quotation shall not be accepted.
- Bids exceeding the ABC shall be disqualified.
- The Lowest Calculated and Responsive Bidder shall be informed immediately.
- 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.
- 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.
- Mode of payment shall be made either through check or Advice to Debit Account (ADA) to the supplier.

BID FORM

Item/s and specification/s (minimum)	Unit	Qty.	Approved Budget Cost (ABC)/ each	Unit Price (in Peso) Please indicate your offer/price here.	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
						YES	NO
FAX MACHINE - General: Print Technology-Thermal; Automatic Document Feeder-10; <u>Fascimile</u> : Modem Speed (kbps)-9.6; Coding Scheme-MH/MR; Memory Transmission-25; Out-of-Paper Reception-28; 64-Level Halftones-Available; Junk Fax Prohibitor-Available; <u>Integrated Telephone</u> : One-Touch Dialing-10, Handset Type; Phonebook (Stations)-100; On-Hook Dialing-Available; Fax/Telephone Switch-Available; Caller ID Compatibility*3-Available; <u>Dimensions (H x W x D mm)</u> : Base Unit-352 X 224 X 121; Weight; Base Unit (kg)-2.8	unit	5	10,000.00			()	()
MONOCHROME PRINTER - All in One Monochrome Inkjet Printer with Ink Tank System; Printing: Print Method-On-demand ink jet (piezoelectric); Max Resolution-1440 dpi x 720 dpi (with variable-size droplet technology); Double-sided Printing-Yes(Manual); Collate-Yes; LCD Screen-2Line LCD; <u>ADF</u> : Maximum Document Size-A4, US Letter, Legal size; <u>Printer Interface</u> : Hi-Speed USB 2.0; Ethernet-100BASE-TX / 10BASE-T; <u>Paper Size</u> - A4, A5, A6, B5, 10x15cm(4x6"), 13x18cm(5x7"), 9x13cm(3½ x5"), Letter (8½ x11"), Legal (8½ x14"), Half Letter (5½x8½"), 13x20cm (5x8"), 20x25cm (8x10"), 16:9 wide size, 100x148mm, Envelopes: #10(41 /8 x9½"), DL (110x220mm), C6 (114x162mm); <u>Maximum Paper Size</u> 8.5 x 44"; <u>Printer Software</u> : Operating System Compatibility-Windows XP/XP Professional x64 Edition/Vista/7/8/8.1/10; <u>On-line Guide</u> -Yes	unit	10	12,000.00			()	()

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 _____

TIN #: _____ (Please specify if VAT or NON-VAT)

Address: _____ Email Address: _____