



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY



REQUEST FOR QUOTATION

The **Philippine Statistics Authority (PSA)** through the Bids and Awards Committee (BAC), intends to procure **Trophies/Plaques for the Awardees, Discussants, Resource Speakers, and Partners for the 2nd Philippine Identity Summit and 3NCCRVS**

which shall be undertaken in accordance with **Section 53.9 (Small Value Procurement)** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, with an Approved Budget of the Contract (ABC) in the amount of **394,600.00** *Three Hundred Ninety Four Thousand Six Hundred Pesos*

Please quote your **best offer** for the **item/s described herein**, subject to the Terms and Conditions provided below. Submit your quotation duly signed by you or your duly authorized representative **not later than** SEPT 06, 2013 at 11:00AM through email at bac-secretariat@psa.gov.ph

For any clarification, you may contact us at telephone no. **(02) 8374-8263** or email address at gsdprocurement.psa@gmail.com

Minerva E. Esquivias
MINERVA ELOISA P. ESQUIVIAS
 Chairperson, Bids and Awards Committee

TERMS AND CONDITIONS

- 1 Bidders shall provide correct and accurate information required in this form.
- 2 Price quotation/s must be valid for a period of **thirty (30) calendar days** from the date of submission.
- 3 Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
- 4 Quotations exceeding the ABC shall be rejected.
- 5 Award of contract shall be made to the lowest calculated and responsive bid (LCRB).
- 6 Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or your duly authorized representative.
- 7 In case of two or more bidders are determined to have submitted the LCRB, the PSA shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning bidder in accordance with GPPB Circular 06-2005.
- 8 The item/s shall be delivered according to the requirements specified in the Purchase Request (PR).
- 9 The PSA shall have the right to inspect and/or test the goods to confirm their conformity to the Technical Specifications.
- 10 Payment shall be made after delivery and upon submission of the required supporting documents, i.e. Order Slip and/or Billing Statement, by the supplier. Our Government Servicing Bank, **Land Bank of the Philippines**, shall credit the amount due to the identified bank of the supplier **not earlier than twenty four (24) hours, but not later than forty eight (48) hours**, upon receipt of our advice. Please note that the corresponding **bank transfer fee**, if any, shall be chargeable to the account of the supplier.
- 11 Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed period shall be imposed per day of delay. The PSA shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Documents to be submitted	Deadline	Remarks
Copy of the 2023 Mayor's/Business Permit and valid PhilGEPS Registration	Not later than <u>9/06/23</u> at <u>11:00AM</u>	together with the quotation
Notarized Omnibus Sworn Statement (OSS)		



Management Systems
 ISO 9001:2015
 www.tuv.com
 ID 3108840291



PSA Complex, East Avenue, Diliman, Quezon City, Philippines 1101
 Telephone: (632) 8938-5267
www.psa.gov.ph

REQUEST FOR QUOTATION

PR No. 23-08-0955

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows:

Item(s) and Specification(s), minimum	Unit	Quantity	Unit Price	Total Amount (VAT Inclusive)	Compliance with Technical Specifications (pls. check)	
					Yes	No
Procurement of Trophies/Plaques for the Awardees, Discussants, Resource Speakers and Partners during the 2nd Philippine Identity Summit and 3rd National Convention on Civil Registration and Vital Statistics on 26 to 28 September 2023 in SMX Convention Center, Bacolod City, Negros Occidental						
Trophies for 2022 Outstanding Local Civil Registry Offices	pcs	75				
Medium (10" tall) Including Special Awards						
Specs: 3 Panel Glass Plaque 1/2" thick Photographic laminated round glass mounted on 2 pcs. 1/2" photographic laminated glass stem with oval mirror and 5/8 inch bronze glass base. (See attached sample picture for reference) FREE: Special Box						
Plaques for 2023 Most Innovative Local Civil Registry Office						
Champion - 16" in height	pc	1				
1st Runner up - 14" in height	pc	1				
2nd Runner up - 12" in height	pc	1				
Appreciations - 10" in height	pcs	14				
Specs: Double glass (Clear 3/8" thickness, Blue 1/4" thickness) mounted on glass base (1" thickness) with engraved and UV print. (See attached sample picture for reference) FREE: Box						
Plaques for 2023 Philippine Identity Summit Plenary Discussants, Resource Speakers and Partners	pcs	100				
Dimensions: 12 inches (H) x 8.5 inches (W) Thickness: 0.5 inch Material: Glass Shape: Triangular peak, Mountain, Rectangular, Tall, waves, tower, Flames Mounting: Table Top Base Packaging: Clear Acetate Box/ Spandee Bag + Shipping box (See attached sample picture for reference) Expected Delivery Date: 18 September 2023						
Total amount in words:						

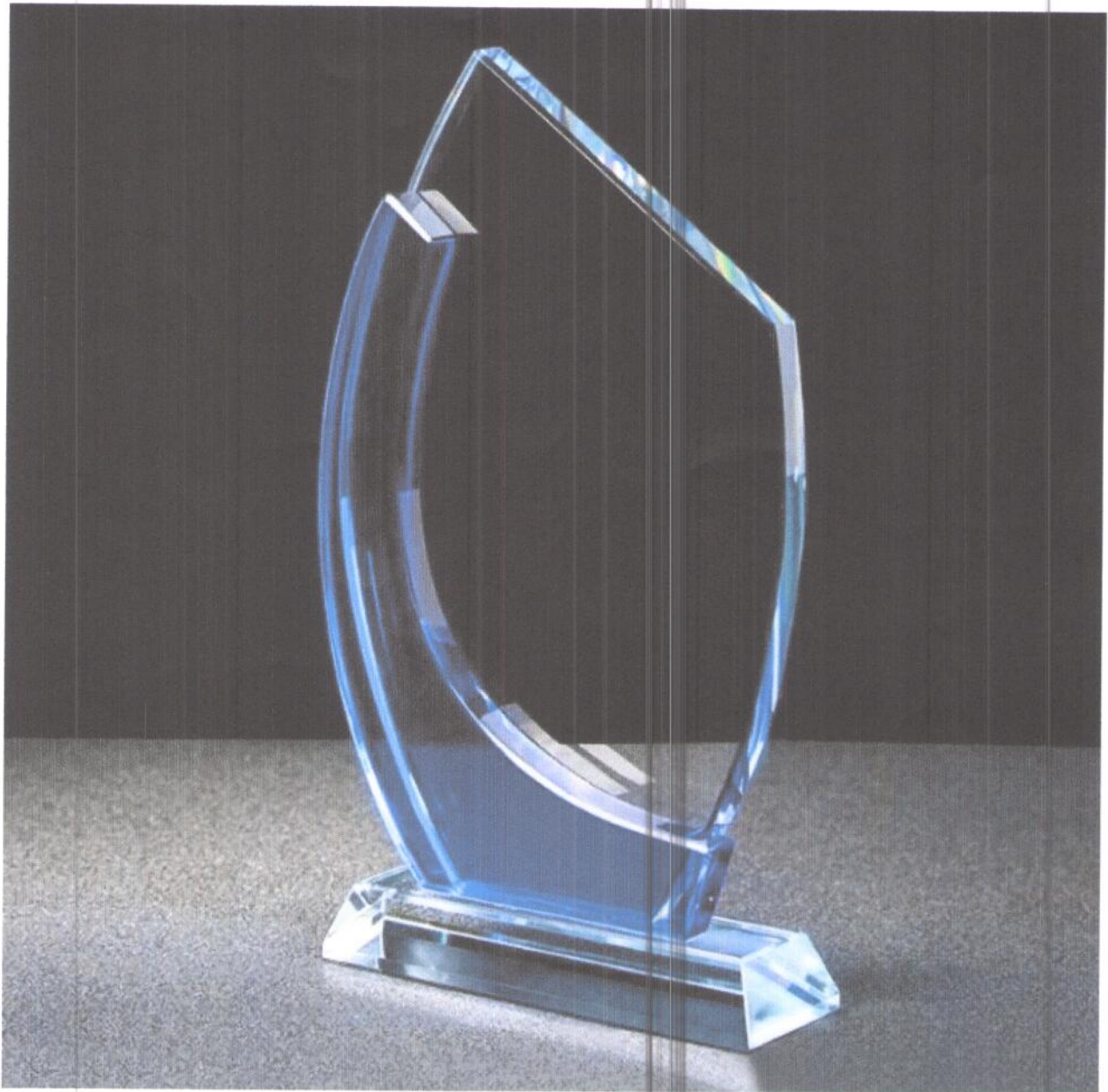
Printed name of the authorized representative: _____ Signature: _____

Name of Company: _____ Position: _____

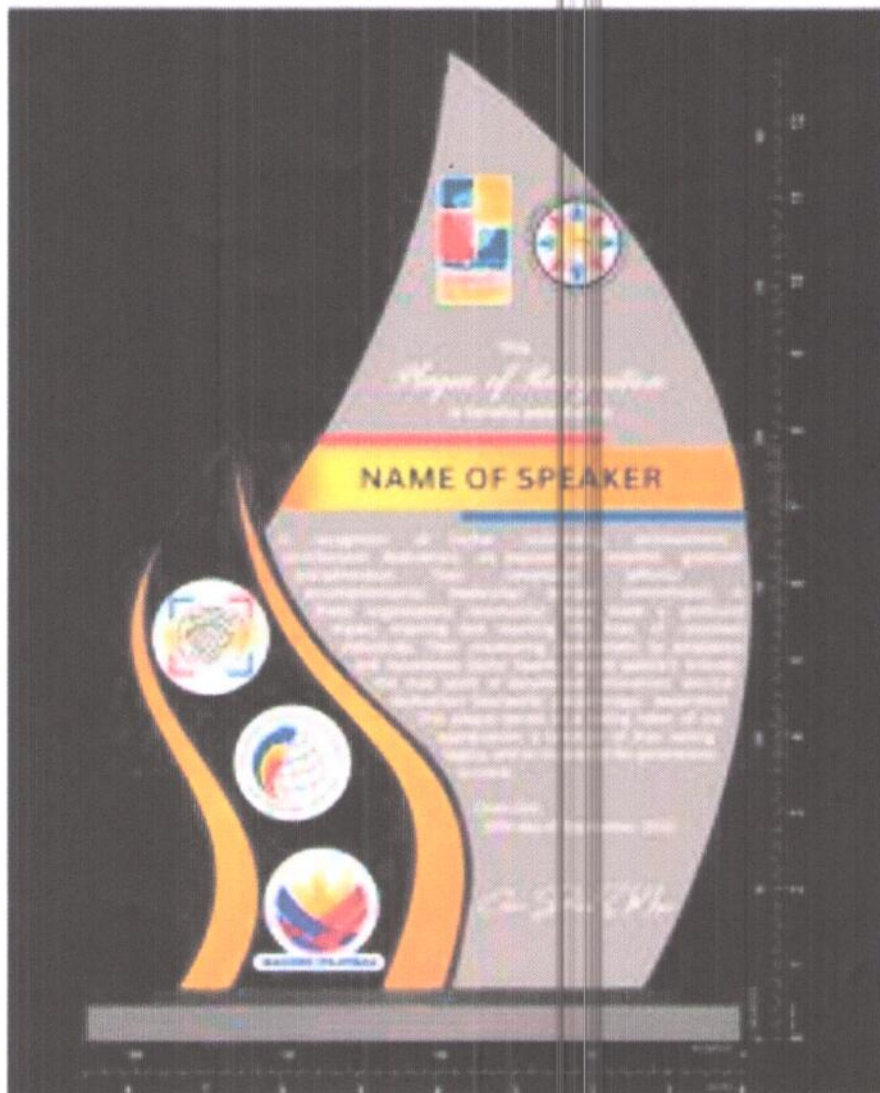
Address: _____ Email address: _____

Fax No.: _____ Tel. No.: _____ Mobile No.: _____

Date: _____



2023 Philippine Identity Summit Approved Plaque for Plenary Speakers



Specifications:

Dimensions: 12 inches (H) x 8.5 inches (W)

Thickness: 0.5 inch

Material: Glass

Shape: Triangular peak, Mountain, Rectangular, Tall, waves, tower, Flames

Mounting: Table Top Base

Packaging: Clear Acetate Box/ Spandee Bag + Shipping box