



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**  
REGION V – BICOL

**REQUEST FOR QUOTATION**

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake **SHOPPING** as Alternative Mode of Procurement for official use of PSA RSSO V with the following details:

<b>Name of Project</b>	Replenishment of Additional Supplies Used for Reproduction of Forms for the 2022 Census of Agriculture and Fisheries (CAF) LOT2
<b>Solicitation</b>	2023-10-132-SOCD
<b>Location</b>	PSA RSSO V
<b>Brief Description</b>	(See Bid Form, Page 2)
<b>Quantity</b>	(See Bid Form, Page 2)
<b>Approved Budget for the Contract (ABC)</b>	Php 180,350.00
<b>Contract Duration</b>	<b>Delivery Date: November 6, 2023</b>

Please quote your **Lowest Price** on the item/s listed below and submit your **SEALED QUOTATION** not later than **08:00AM, November 03, 2023** at the **2/F PSA Building, Regional Government Center, Rawis, Legazpi City**.

  
**CECILLE A. BRIONES**  
RBAC 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. Late submission of quotation shall not be accepted.
4. Bids exceeding the ABC shall be disqualified.
5. The lowest bidder shall be informed immediately and shall be asked to submit the following requirements within three days after the opening of bids or during post qualification:
  1. Mayor's/Business Permit Permit
  2. PhilGEPS Registration Number
  3. Authorized Reseller of Original Equipment Manufacturer
6. Award of contract shall be made to the lowest quotation, and complies with the specifications and other terms and conditions as stated in the RFQ.
7. Terms of Payment shall be made through check payable to the supplier
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.

BID FORM

Item/s and Specification/s (Minimum)	Unit	Qty	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specification	
					YES	NO
<b>Replenishment of Additional Supplies Used for Reproduction of Forms 2022 Census of Agriculture and Fisheries (CAF)</b>						
<b>Lot 2</b>		<b>ABC:</b>		<b>180,350.00</b>		
Genuine Toner-Brother TN2480 (for DCP L2550DW printer)	cart	3	P _____	P _____	( )	( )
Genuine Ink, GT 53 black	bottle	1	P _____	P _____	( )	( )
Genuine Ink BT6000BK	botte	1	P _____	P _____	( )	( )
Genuine Toner Cartridge, HP85A, Black	cart	20	P _____	P _____	( )	( )
Genuine Toner Cartridge, Kyocera, TK-1147	cart	5	P _____	P _____	( )	( )
Genuine Ink, Epson 003 Black, 65 ml	bottle	35	P _____	P _____	( )	( )
Genuine Ink, Epson 003 Magenta, 65 ml	bottle	6	P _____	P _____	( )	( )
Genuine Ink, Epson 003 Yellow, 65 ml	bottle	6	P _____	P _____	( )	( )
Genuine Ink, Epson 003 Cyan, 65 ml	bottle	6	P _____	P _____	( )	( )
Genuine Epson 774, black, Pigment Ink	bottle	118	P _____	P _____	( )	( )
xxxxx			<b>Total</b>	P _____ Total amount in words: _____ _____ _____		
For official use of PSA RSSO V						

**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 and Signature of authorized representative: \_\_\_\_\_

Position: \_\_\_\_\_

Name of Company: \_\_\_\_\_

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

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

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

LBP Account Number of Establishment: \_\_\_\_\_

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

Do you have Mayor's/Business Permit ?  Yes  No

Philgeps Registration?  Yes  No

Philgeps Number: \_\_\_\_\_

Printed Name and Signature of Convasser: \_\_\_\_\_