



Republic of the Philippines

**Philippine Statistics Authority**

**Region X – Northern Mindanao**

**REQUEST FOR QUOTATION**  
**RFQ No. 014**

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

Name of Establishment: \_\_\_\_\_

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

Business Permit No.: \_\_\_\_\_ TIN: \_\_\_\_\_

The Philippine Statistics Authority – Regional Statistical Services Office X, (PSA-RSSO X) through its Regional Office Bids and Awards Committee (ROBAC), intends to procure **Operational Kit Materials for the EA Delineation for the Development of CBMS/POPCEN EARF** in accordance with **Section 53.9 (Small Value Procurement)** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184:

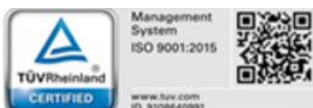
<b>Name of Project</b>	Procurement of Operational Kit Materials for EA Delineation for the Development of CBMS/POPCEN EARF
	Limketkai, Cagayan de Oro City
<b>Date of Delivery</b>	26 February 2024
<b>Quantity</b>	See attached bid form
<b>Terms of Payment</b>	30 working days upon receipt of Statement of Account and must accept send bill policy
<b>Approved Budget for the Contract (ABC)</b>	One Hundred Sixty-Eight Thousand Six Hundred Pesos only (PhP 168,600.00)

We hereby invite all interested suppliers to submit quotations/proposals duly signed by duly authorized representatives not later than **13 February 2024, 12 noon** subject to the Terms and Conditions provided in this RFQ. If you haven't provided the PSA a copy of your **Mayor's/Business Permit, Philgeps Registration Number, and Annual Income Tax Return** ever, please submit these documents along with your accomplished quotation. The **Omnibus Sworn Statement** must be submitted within three days upon notification of the ROBAC of the lowest calculated quotation. Failure to submit the **Omnibus Sworn Statement** within the given period shall be a ground for post-disqualification.

Submit the **sealed** quotation form to the PSA Canvasser or may submit personally to the ROBAC Secretariat or thru email at **psa10rbac@gmail.com**.

For any clarification, you may contact **Donagay G. Capareda** at 09399315594.

  
**SARAH B. BALAGBIS**  
ROBAC Chairperson



Limketkai Module-2 BPO & Cyberpark Bldg., Rosario Crescent,  
Limketkai Center, Brgy 31, Cagayan de Oro City  
Landline: (088) 291-1672 Mobile Number: 0917-821-9152  
<http://rso10.psa.gov.ph> rso10sod@psa.gov.ph

## **Terms and Conditions**

1. Bidders shall provide correct and accurate information required in this form. Failure to use this form will result to disqualification of your bid.
2. Price quotation must be valid for a period of 45 calendar days from the date of submission.
3. Price quotation, in peso denomination, shall include all taxes, duties and/or other charges.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Late submission of quotation shall not be accepted.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. Award of contract shall be made to the supplier with the lowest quotation which complies with the minimum technical specifications and has complied with the general conditions stated herein.
8. In case of two or more bidders are determined to have the Lowest Calculated Quotation/Lowest Calculated Responsive Quotation, the PSA shall adopt and employ 'draw lots' as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
9. Payment shall be prepared through check/Advice to Debit Account (ADA) upon receipt of the supplier's Statement of Account, subject to deduction of applicable taxes.
10. The PSA reserves the right to reject any or all quotations, to declare failure of bidding, to reject all quotations/bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder(s), and to accept only the offer that is most advantageous to the Government.

**BID FORM**

**Instructions:**

1. Accomplish this RFQ correctly and accurately.
2. Do not alter the contents of this form in any way.
3. Technical specifications with asterisks(\*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
4. Failure to follow these instructions will disqualify the entire quotation.
5. Failure to use this form will disqualify your quotation.
6. Please do not leave any blank items. Indicate "0" if item is being offered for free.

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

No.	Technical Specification/s	Unit	Qty	Offered Price (inclusive of taxes and other fees)		Compliance to Technical Specifications		Remarks
				Unit Price	Amount	(Please Check)		
						Yes	No	
A	B	C	D	E	F = DxE	G	H	
<b>I.</b>	<b>Technical Specifications</b>							
	<b>1. Sling Bag (Customized)</b>							
	<ul style="list-style-type: none"> <li>- Sling Bag Length: 35 cms Width: 10cms Height: 30 cm</li> <li>- Logo: PSA 3 inches by 3 inches</li> <li>- Color: Black</li> <li>- With zipper, full flap cover</li> <li>- Material: Polyester Fabric (see attached design)</li> </ul>	piece	96					
	<b>2. Jacket</b>							
	<ul style="list-style-type: none"> <li>- With hood</li> <li>- With PSA Logo 2.5 inches diameter, placed at the left side</li> <li>- Available sizes should be (XS,S,M,L,XL,XXL,XXXL) (see attached design)</li> </ul>	piece	114					
	<b>Date of Delivery :</b> <b>26 February 2024</b>							
	<b>TOTAL OFFERED PRICE (in words and in figures)</b>							

Printed Name of authorized representative / Signature: \_\_\_\_\_

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

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

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

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

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