



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
 RSSO XIII (Caraga)

REQUEST FOR QUOTATION

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake the procurement of **Additional Office Equipment for QMS**.

Name of Project	Quality Management System
Solicitation	ADS RFQ No. 2023-11-004
Reference No.	ADS PR No. 2023-11-076
Location	PSA - AGUSAN DEL SUR
Brief Description	Refer to Specification/Table below
Quantity	Refer to table below
Mode of Procurement	Small Value Procurement
Approved Budget for the Contract (ABC)	Lot 1: Php 95,400.00 Lot 2: Php 84,240.00 Lot 3: Php 136,800.00 Lot 4: Php 23,520.00
Date of Delivery	10 days after receipt of Purchase Order

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than 10:00 A.M on **November 16, 2023** the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

M. Iru
BERNADETH I. BONACHITA
 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.
- Late submission of quotation shall not be accepted.
- Bids exceeding the ABC shall be disqualified.
- Terms of Payment shall be made through check payable to the supplier.
- Please submit/update your registration with the PSA (please disregard if you have already submitted/updated your registration with us), if none yet, submit, together with your quotation the photocopy of your **Municipal and business permit, BIR Certificate of Registration, and Phil. Government Electronic Procurement System (PhilGEPS) Registration.**
- 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.
- The Lowest bidder shall be informed immediately and shall be asked to submit additional requirements within three days after the opening of bids or during post qualification.
- 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.

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
Additional Office Equipment for QMS						
LOT 1:						
STEEL CABINETS						
Lateral Filing Cabinet, 4 drawers, 90cmx45cmx133cm	piece	4	₱ _____	₱ _____		
Filing Cabinet, 4 drawers, 62cmx46cmx134cm	piece	3	₱ _____	₱ _____		
Sub-total			₱ _____	₱ _____		
LOT 2:						
OFFICE FURNITURE						
4-Seater Sofa						
Dimension: W- 253cm, D- 77cm, H- 91 cm						
Frame: Plywood & Gmelina wood						
Fixed Seat Cushion: Polyurethane foam						
Fixed Back Cushion: Polyurethane foam						
Fabric: 100% Polyester						
Seat Type: Fixed Seat						
Back Type: Fixed Back						
Color: Bristol Sand						
Please see attached design						
Sub-total			₱ _____	₱ _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
LOT 3: OFFICE TABLE Specifications: OT-B1204 with mobile drawer Material: Laminated Size: W-140cmxL-70cmxH-75cm Color: Wenge/Brown Please see attached design.	piece	10	P _____	P _____		
Sub-total			P _____	P _____		
LOT 4: BOOKCASE SET Bookcase 2 doors Measurements: W40xD29.5xH170.5 cm Materials: 15 mm thick PBD light walnut & 18 mm thick HG white Color: Light Walnut & HG White Please see attached design.	piece	2	P _____	P _____		
Bookcase 4 doors Measurements: W76.5xD29.5xH170.5 cm Materials: 15 mm thick PBD light walnut & 18 mm thick HG white Color: Light Walnut & HG White Please see attached design.	piece	1	P _____	P _____		
Sub-total			P _____	P _____		
TOTAL AMOUNT IN FIGURES:				P _____		
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: _____

Address: _____ EmailAddress: _____

Fax No. _____ Tel No. _____ Cellphone No. _____

Date: _____



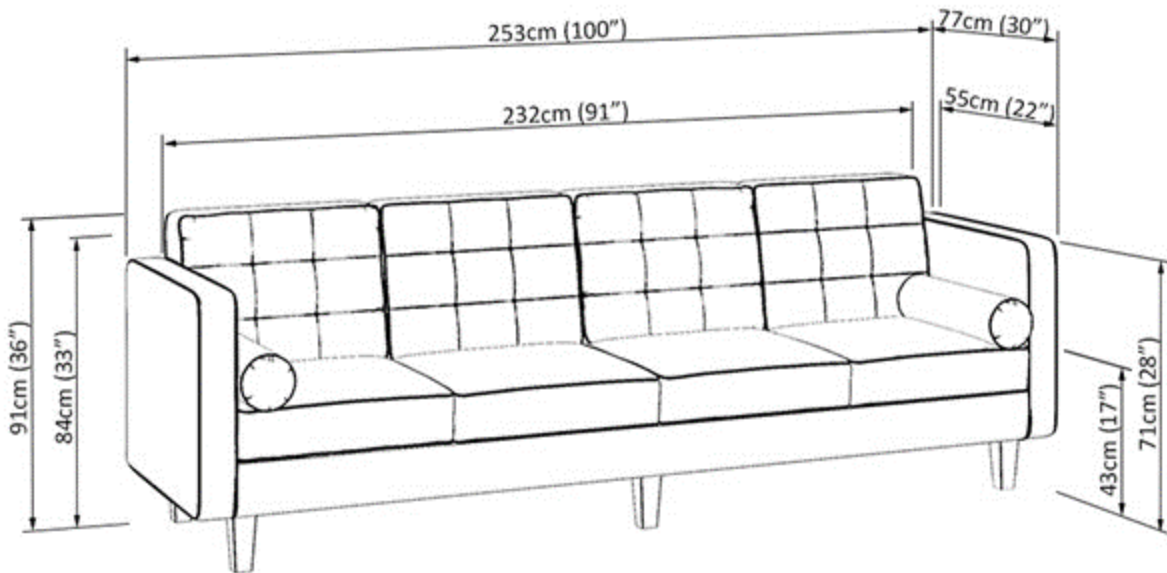
Lateral Filing Cabinet, 4 shelves, 90cmx45cmx133cm



Filing Cabinet, 4 shelves, 62cmx46cmx134cm

4 Seater Sofa

Color: Bristol Sand



Office Table

With mobile drawer

Material: Laminated

Size: W-140cmxL-70cmxH-75cm

Color: Wenge/Brown



Bookcase with 2 doors

Measurements: W40xD29.5xH170.5 cm

Materials: 15 mm thick PBD light walnut & 18 mm thick HG white

Color: Light Walnut & HG White



Bookcase with 4 doors

Measurements: W76.5xD29.5xH170.5 cm

Materials: 15 mm thick PBD light walnut & 18 mm thick HG white

Color: Light Walnut & HG White

