



Republic of the Philippines

Philippine Statistics Authority

PSA-Davao del Sur Provincial Statistical Office

REQUEST FOR QUOTATION

RFQ No.: 2020PSADVSUR-11-_____

Name of Company : _____

Address : _____

Telephone / Fax No. _____

Business Permit Number : _____

TIN Number : _____

PhilGEPS Registration No. : _____

The PHILIPPINE STATISTICS AUTHORITY – DAVAO DEL SUR PROVINCIAL OFFICE, through the REGIONAL BIDS AND AWARDS COMMITTEE (ROBAC) for Procurement of PSA-XI is currently in the process of procuring goods/services for official purpose/s indicated in the succeeding page.

The office invites you in this procurement, and requests that you quote your best offer for goods/services described therein, subject to the Terms and Conditions provided at the dorsal portion of this form.


Have your sealed quotation sent to the office through the address below on or before _____ at 10:00 AM. Opening of bids shall be done at a later date and time.

THE CHAIRPERSON
REGIONAL OFFICE BIDS AND AWARDS COMMITTEE (ROBAC)

Thru: THE TECHNICAL WORKING GROUP
Philippine Statistics Authority – Davao del Sur Provincial Office
3/F JM Agro Building, Sales Street, Davao City
E-Mail Address: psadvsur@yahoo.com

You shall be informed soon once the RBAC finds that you pass and have the lowest price quotation/s among participating suppliers/bidders/service providers.

Thank you very much for your cooperation.


CELESTE MAE L. BARRETE
Chairperson



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

No.	GOODS FOR PRICE QUOTATION			Approved Budget Cost (ABC)	Offered Price			Compliance to technical specifications	
	Specification/s	Unit	Qty		Unit Price	Tax	Total Price (F + G)	(Please Check)	
								Yes	No
A	B	C	D	E	F	G	H	I	J
1	PHILSYS REGISTRATION TRAINING (Provincial Level) FOR PSA DAVAO DEL SUR on Nov. 28-30, 2020 within DIGOS CITY (For Davao City Participants 2nd Batch)	Pax	154	837,000.00					
FOOD REQUIREMENTS:									
	November 28-30, 2020 Buffet Breakfast AM Snacks Buffet Lunch PM Snacks Buffet Dinner								
ACCOMMODATION REQUIREMENTS:									
	Check In: Nov. 28 at 12 nn Check Out: Nov. 30 at 12 nn								
FUNCTION ROOM REQUIREMENTS:									
	Nov. 28-30: 8am-8pm								
	OTHER REQUIREMENTS: <ul style="list-style-type: none"> ▪ At least 2 microphones ▪ Rostrums ▪ Secretariat's Table ▪ Projector Screen ▪ Sound Systems ▪ Secretariat's Table ▪ Energy for Laptop/Projector/Printer ▪ Flowing Coffee ▪ Backdrop ▪ Corkages, if any 								

TERMS AND CONDITIONS:

- Only price quotation/s of suppliers/service providers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be evaluated and be declared as responsive quotation;
- All entries must be type written/printed legibly in this form. Failure to use this Request for Quotation form will result to disqualification of the proposed quotation;
- Late submission of quotation shall not be accepted;
- Price quotation exceeding the ABC shall be disqualified;
- Total price quotation/s to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable;
- Only the supplier/service provider found with lowest price quotation shall be informed immediately, and may be asked to submit additional requirements within three days after the date of opening of the price quotations;
- Notice of Award/Purchase Order shall be granted to supplier /service provider with lowest price quotation that complies with the specifications and other terms and conditions stated herein;
- PSA agrees to pay 100% of the contract price/quoted price upon receipt of the Statement of Accounts from the supplier/service provider;
- Terms of Payment shall be made through check, payable to the supplier/service provider;
- For suppliers outside Region XI, all goods procured, delivered and received, and found defective and not compliant with the description provided in this form later shall be replaced within six (6) months after delivery and receipt. Likewise, for suppliers within Region XI, all goods procured, delivered and received, and found defective and not compliant with the description provided in this form later shall be replaced within four (4) months after delivery and receipt;
- The PSA reserves the right to reject and declares this procurement a failure, and makes no assurance that purchase order shall be granted into and be freed from litigation, subject to the conditions, to wit: (1) Insufficient funds; (2) Availability of good with the same description at Procurement Service of the Department of Budget and Management; (3) Unavailability of immediate needed after sale service/s due to distance of service provider/s; (4) Change/cancellation of date of office activity; i.e., forum, meeting, workshop.

NOTE: VAT REGISTERED SUBJECT TO WITHHOLDING TAX426600
 Supplies - amount/1.12 x 1 & 5 (including VAT)
 Services - amount/1.12 x 2 & 5 (including VAT)

PEPE S. BUHIA

 Name and Signature of
 Owner / Representative

 Name and Signature of Canvasser



Name of Supplier: _____				
Land Bank Account				
Branch	Account Name	Account No.	Check/Savings	
Other Bank Accounts				
Bank	Branch	Account Name	Account No.	Check/Savings

For Non-Land Bank Account Holder, please accomplish form below:

<p>This is to acknowledge that we do not have an existing Land Bank Account. This is to authorize Philippine Statistics Authority RSSO XI to credit any payment due to us through LDDAP-ADA to our bank account and to authorize Land Bank of the Philippines CM Recto Branch to deduct corresponding bank/finance charges relative to our E-MDS transaction.</p>
Confirmed by: _____
<i>(Printed Name and Signature)</i>
Position: _____
Date: _____

Accomplished by:

 Date: _____