



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
NATIONAL CAPITAL REGION – PROVINCIAL
OFFICE II
(QUEZON CITY AND CITY OF MARIKINA)

REQUEST FOR QUOTATION

PROCUREMENT OF PERMANENT MARKER FOR THE 2020 CENSUS OF POPULATION AND HOUSING (CPH) OPERATION

The Philippine Statistics Authority, National Capital Region Provincial Office II (NCR PO II) covering Quezon City and City of Marikina (PSA NCR PO II) has approved the conduct of a negotiated procurement for the above-mentioned requirement for the PO II office for the 2020 CPH need in enumeration.

In view thereof, may we invite for possible supplier/participant for the said procurement. Attached is a Checklist of Requirements for submission.

Please submit your Proposed Bid Quotation together with the required documents to the Provincial Office (NCR PO II) not later than **10:00am of September 18, 2020** 8th/F EDSA Grand Residences, 75 Corregidor St. cor. EDSA, Brgy. Ramon Magsaysay Quezon City. Offer in excess of the Approved Budget of the Contract shall be automatically rejected.

The PSA NCR PO II reserves the right to accept or reject Bid/Proposal, to annul the bidding process, and to reject all Bids at any time prior to contract award, without thereby incurring any liability to the affected bidder.

The PSA NCR PO II assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the quotation.



CHECKLIST OF REQUIREMENTS

a. PROJECT SITE AND CONTACT PERSON

Project Site	Contract Person	Address/Telephone No./email Address
Quezon City	Zaida D. Austria	8/F EDSA Grand Residences, 75 Corregidor St. cor EDSA, Brgy. Ramon Magsaysay, Quezon City Tel. No. 716-0828/713-4472 email: psa.ncr.pso2asu@gmail.com

b. SCHEDULE OF DELIVERY

Date of Delivery	ABC	Goods to be delivered
5-10 days upon receipt of Notice to Proceed	P189,000.00 (Subject to 7% VAT)	Permanent Marker

c. TECHNICAL SPECIFICATIONS

Number of Goods	Specifications	Bidder's Specification
4,500 pieces	Pilot Pentel Pen, Fine Permanent Marker, Black Added spec/details maybe included W/ sample item submission preferred .	

Note : Price quotation should be VAT inclusive



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d. Financial Proposal

1. The Bidder/Supplier shall submit as part of their Financial Proposal, the price Schedule for GOODS, and related services as specified in the technical specifications.
2. Prices quoted by the Bidder/Supplier shall be fixed during the Bidder's performance of the Contract and not subject to variation or price escalation on any account. A bid /proposal submitted with an adjustable price quotation shall be treated as non-responsive and shall be rejected.

PSA NCR PO II assumes no responsibility in the preparation/submission or whatsoever obligation the bidder has incurred in the preparation of this quotation (as food tasting, transportation expense and the likes).