

PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM

**REQUEST FOR QUOTATION FORM & NOTICE
(GOODS)**

Office/ Campus:	PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS
Address/ Contact Details:	Sitio Sampaga West, Barangay Sampaga, Batangas City

Quotation No.:	2023-02-021
Date :	February 3, 2023

Project:

PURCHASE OF MEDICAL SUPPLIES FOR HEALTH SERVICES UNIT

The **PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS (PSHS-CALABARZONRC)** intends to apply the sum of **SIXTY EIGHT THOUSAND EIGHTY PESOS ONLY (Php 68,080.00)** being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: **PURCHASE OF MEDICAL SUPPLIES FOR HEALTH SERVICES UNIT**

TERMS OF REFERENCE:

1. The Philippine Science High School - CALABARZON Region Campus (PSHS-CALABARZONRC) now invites qualified suppliers/dealers/manufactures to submit price quotations for the above-mentioned project with the following deliverables / scopes / specifications:
 - 1.1 For the complete details of this project, please "ORDER" RFQ Form No. 2023-02-021 on the "ASSOCIATED COMPONENTS" link found on this posting;
 - 1.2 Delivery and installation (whenever required) will be at PSHS CALABARZON Region Campus in Sitio Sampaga West, Brgy. Sampaga, Batangas City
2. Procurement will be conducted through one of the Alternative Modes of Procurement under the "Government Procurement Reform Act".
3. Interested suppliers may obtain the Request for Quotation (RFQ) Form from the Finance and Administrative Division (FAD), PSHS-CALABARZONRC c/o Mr. Edsel E. Espino (043) 724-6199; on February 4 - 7, 2023 from 9:00am – 3:00pm without cost and from [https:// www.philgeps.net](https://www.philgeps.net).
4. Upon submission of the RFQ, please attach the following documentary requirements:
 - a. Mayor's Permit
 - b. PhilGEPS Registration Number
 - c. DTI or SEC Registration
 - d. Notarized Revised Omnibus Sworn Statement (An unnotarized Omnibus Sworn statement may be submitted provided you will submit the notarized one after the award of contract.)
 - e. BIR 2303/OCR Number
5. The deadline for submission of duly accomplished RFQ Form (Open or Sealed) is on February 7, 2023, 3:00pm. Suppliers are not required to attend the Opening of Quotations.
6. Send your RFQ with complete documentary requirements to bac@cbzrc.pshs.edu.ph and address it to Ronnel S. Escalera, Member, BAC Secretariat.
7. The winning supplier will be notified in writing or by phone or otherwise by the Head of the Procuring Entity (HOPE) subject to the provisions of RA 9184 and its Revised IRR.
8. The PSHS-CALABARZONRC reserves the right to accept or reject any price offer, and to annul the procurement process and reject all offers at any time prior to contract award, without thereby incurring any liability to the affected supplier or suppliers.



MARY ANGEL L. GAVINA

BAC Chairperson

PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM

REQUEST FOR QUOTATION FORM & NOTICE
(GOODS)

Office/ Campus: PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS
Address/ Contact Details: Barangay Sampaga West, Batangas City

Quotation No.:
Date :

2023-02-021
February 3, 2023

GENTLEMEN:

May we request for quotation on materials enumerated hereunder. If you are interested and in a position to furnish the same, we shall be glad to have your best prices.

Delivery within 20 calendar days upon receipt of approved Purchase Order (PO)

In case of failure to make the full delivery/completion within the time specified as offered/required, the Supplier/ Contractor shall be liable for liquidated damages/penalty of one-tenth (1/10) of one percent (1%) of the Contract Price per calendar day of delay minus the value of the delivered/completed portion(s) of the approved P.O./Contract.

Item #	QTY	UNIT	ITEM/DESCRIPTION	UNIT COST	TOTAL COST
PRICES MUST BE Tax (VAT) INCLUSIVE SUPPLY & DELIVERY					
1	500	TABLET	PARACETAMOL, 500 mg		
2	500	CAPSULE	MEFENAMIC ACID, 500 mg		
3	400	CAPSULE	DEXTROMETHORPAN HBr 15 mg, PHENYLPROPANOLAMINE HCl, PARACETAMOL, 325 mg		
4	800	TABLET	PHENYLEPHRINE HCl, 10mg, CHLORPHENAMINE MALEATE, 2mg, PARACETAMOL, 500mg		
5	300	CAPLET	CETIRIZINE, 10 mg		
6	10	AMPULES	SALBUTAMOL SULFATE NEBULE, 1mg/ml or 2mg/ml		
7	200	CAPSULE	LOPERAMIDE, 2mg		
8	300	TABLET	HYOSCINE N-BUTYLBROMIDE		
9	300	TABLET	ALUMINUM HYDROXIDE, 178mg, MAGNESIUM HYDROXIDE, 233mg, SIMETICONE 30mg		
10	300	TABLET	MECLIZINE, 4 mg, CHEWABLE		
11	30	PACK	DICHLOROBENZYL ALCOHOL- AMYMETACRESOL LOZENGE, (8 lozenges/pack)		
12	400	LOZENGE	DEQUALINIUM, 250 mcg		
13	50	BOX	MENTHOLATED PATCH, 10s, (20 patches/cartoon)		
14	50	PACK	COOLING GEL PATCH, 2s (ADULT)		
15	10	BOTTLE	ISOPROPYL ALCOHOL (70%) 1000 ml		
16	15	BOTTLE	MENTHOL CRYSTALS METHYL SALICYLATE EUCALYPTUS OIL, 10ml		
17	6	BOTTLE	ACEITE DE MANZANILLA, 50 ml		
18	10	TUBE	ANTIBACTERIAL OINTMENT, 15 g		
19	20	SACHET	ZINC OXIDE + CALAMINE, 3.5 g		
20	30	BOX	DISPOSABLE FACE MASK, SURGICAL, (100 pcs per box)		
21	15	BOX	ANTIBACTERIAL ADHESIVE BANDAGE, (100 pcs per box)		
22	10	PACK	INTERFOLD PAPER TOWEL, 150 pulls		
23	15	PIECE	MICROPORE TAPE, BIG, 1-2" x 10 yards		
24	15	PIECE	MICROPORE TAPE, SMALL, 1/2" x 10 yards		
25	50	PIECE	ELASTIC BANDAGE, 2"		

Delivery Term : WITHIN 20 CALENDAR DAYS AFTER THE RECEIPT OF PURCHASE ORDER

Delivery Time : _____

Payment Term : WITHIN 30-45 CALENDAR DAYS AFTER THE COMPLETE DELIVERY OF ITEMS

Very truly yours,


EDSEL E. ESPINO
PURCHASER

PRICES IN THE ABOVE OFFER ARE
CERTIFIED TRUE AND CORRECT:

Authorized Company
Representative : _____

Telephone: 043-724-6199

(Signature Over Printed Name)

IMPORTANT

- Prices must be typewritten in ink clearly.
- If offering a substitute/equivalent, specify the brand and make.

Company Name : _____

Address : _____


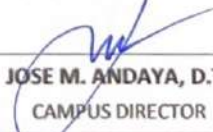
Telephone nos. : _____

T.I.N. : _____

PURCHASE REQUEST

Entity Name: PHILIPPINE SCIENCE HIGH SCHOOL - CALABARZON REGION CAMPUS

Fund Cluster: 1101101

Office/Section : HSU/SSD		PR No.: 2023-02-021	Date: February 3, 2023		
		Responsibility Center Code : 19-016-09-00014-04-0394			
Stock / Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Tablet	Paracetamol 500 mg	500	10	5,000
	Capsule	Mefenamic Acid 500 mg	500	10	5,000
	Capsule	Dextromethorphan HBr 15 mg, Phenylpropanolamine HCl, Paracetamol 325 mg	400	10	4,000
	Tablet	Phenylephrine HCl 10 mg, Chlorphenamine Maleate 2 mg, Paracetamol 500 mg	800	10	8,000
	Caplet	Cetirizine 10 mg	300	10	3,000
	Ampules	Salbutamol Sulfate Nebule 1mg/ml or 2mg/ml	10	50	500
	Capsule	Loperamide 2mg	200	15	3,000
	Tablet	Hyoscine N-butylbromide	300	25	7,500
	Tablet	Aluminum Hydroxide 178mg, Magnesium Hydroxide 233mg, Simeticone 30mg	300	6	1,800
	Tablet	Meclizine 4 mg Chewable	300	10	3,000
	Pack	Dichlorobenzyl Alcohol- Amymetacresol Lozenge 8 lozenges/pack	30	150	4,500
	Lozenge	Dequalinium 250 mcg	400	6	2,400
	Box	Mentholated Patch 10's / 20 patches per carton	50	60	3,000
	Pack	Cooling Gel Patch 2's (Adult)	50	80	4,000
	Bottle	Isopropyl Alcohol (70%) 1000 ml	10	85	850
	Bottle	Menthol Crystals Methyl Salicylate/Eucalyptus Oil 10 ml	15	50	750
	Botte	Aceite de Manzanilla 30 ml	6	30	180
	Tube	Antibacterial Ointment 15 g	10	260	2,600
	Sachet	Zinc Oxide + Calamine 3.5 g	20	50	1,000
	Box	Disposable Face Mask Surgical 100 pcs per box	30	70	2,100
	Box	Band Aid Antibacterial Adhesive Bandage 100 pcs per box	15	80	1,200
	Pack	Interfold Paper Towel 150 pulls	10	40	400
	Piece	Micropore Tape Big 1-2" x 10 yards	15	90	1,350
	Piece	Micropore Tape Small 1/2" x 10 yards	15	30	450
	Piece	Elastic Bandage 2"	50	50	2,500
TOTAL:					₱68,080.00
Purpose: For medical supplies readily available among employees, staffs and scholars.					
Requested by:			Approved by:		
Signature : 			Signature : 		
Printed Name : ACEZEL JOY M. AZUCENA			JOSE M. ANDAYA, D.T.		
Designation : NURSE I			CAMPUS DIRECTOR		



**TERMS OF REFERENCE
 FOR THE PURCHASE OF MEDICAL SUPPLIES FOR HEALTH SERVICES UNIT**

I. Background

The Philippine Science High School-CALABARZON Region Campus (PSHS-CBZRC), since its establishment in 2015, has started to fulfill its vision to become the leading science high school in the Asia Pacific Region preparing the scholars to become globally-competitive Filipino scientists.

In line with the services render by the Health Services Unit is health and safety of every person in the organization. The PSHS-CBZRC Health Services Unit thru the support of the Student Service Division ensures that the campus clinic has all the medical supplies and emergency kits are readily available.

II. Rationale

In view of continuous face-to-face classes set-up, the health of the employees, staffs and scholars are one of the campus' top priority. It would be a great help for the campus clinic to have enough medical supplies to be dispensed as necessary.

III. Scope of Work and Job Specifications

The supplier must provide items with manufacturing years of 2022 and do not expire earlier than year 2026. The supplier must be able to provide the following items and its specifications:

PARTICULARS	UNIT OF MEASURE	QUANTITY	UNIT COST	TOTAL
Paracetamol 500 mg	Tablet	500	10	5,000
Mefenamic Acid 500 mg	Capsule	500	10	5,000
Dextromethorphan HBr 15 mg, Phenylpropanolamine HCl, Paracetamol 325 mg	Capsule	400	10	4,000
Phenylephrine HCl 10 mg, Chlorphenamine Maleate 2 mg, Paracetamol 500 mg	Tablet	800	10	8,000
Cetirizine 10 mg	Caplet	300	10	3,000
Salbutamol Sulfate Nebule 1mg/ml or 2mg/ml	Ampules	10	50	500
Loperamide 2mg	Capsule	200	15	3,000
Hyoscine N-butylbromide	Tablet	300	25	7,500
Aluminum Hydroxide 178mg, Magnesium Hydroxide 233mg, Simeticone 30mg	Tablet	300	6	1,800



Republic of the Philippines

DEPARTMENT OF SCIENCE AND TECHNOLOGY

PHILIPPINE SCIENCE HIGH SCHOOL - CALABARZON REGION CAMPUS



Certificate No.: SCP0004200

Medizine 4 mg Chewable	Tablet	300	10	3,000
Dichlorobenzyl Alcohol- Amymetacresol Lozenge <i>8 lozenge per pack</i>	Pack	30	150	4,500
Dequalinium 250 mcg	Lozenge	400	6	2,400
Mentholated Patch 10's <i>20's per container</i>	Box	50	60	3,000
Cooling Gel Patch 2's (Adult)	Box	50	80	4,000
Isopropyl Alcohol (70%) 500 ml	Bottle	10	85	850
Menthol Crystals Methyl Salicylate Eucalyptus Oil 10 ml	Bottle	15	50	750
Aceite de Manzanilla <i>50 ml</i>	Bottle	6	30	180
Antibacterial Ointment 20 g	Tube	10	260	2,600
Zinc Oxide + Calamine 3.5 g	Sachet	20	50	1,000
Disposable Face Mask Surgical <i>100 paper box</i>	Box	30	70	2,100
Band Aid <i>Antibacterial Adhesive Bandages 10 per box</i>	Box	15	80	1,200
Interfold Paper Towel <i>150 pulls</i>	Pack	10	40	400
Micropore Tape Big 1-2" <i>x 10 yards</i>	Piece	15	90	1,350
Micropore Tape Small 1/2" <i>x 10 yards</i>	Piece	15	30	450
Elastic Bandage 2"	Piece	50	50	2,500
Total	*	*	*	68,080.00

IV.

Approved Budget for Contract

The approved budget for the purchasing of Medical Supplies is sixty-eight thousand, eighty pesos (Php 68, 080.00).

V. Mode of Procurement

The mode of procurement shall be negotiated procurement- small value procurement.

VI. Evaluation and Selection of Criteria

The supplier with the lowest calculated bid and complete documents shall be accepted.


VII. Payment Scheme

The supplier shall be paid 15-30 working days after delivery.



Certificate No.: SCP0004200

Prepared by:


Acezel Joy M. Azucena
 Nurse I

Recommending Approval:


Jorge M. Job
 SSD Chief

Certificate of Availability of Fund:


Arnel E. Aguila
 Budget Officer


Crispina Rowena M. Maquimot
 Accountant

Recommending Approval:


Ma. Theresa P. Pagulayan
 FAD Chief

Approved:


Jose M. Andaya, D.T.
 Campus Director

Actual utilization/disbursement
 out of the cash allocation shall be
 subject to the existing budgeting, accounting
 and auditing rules and regulations