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.:
 2023-02-029

 Date :
 February 14, 2023

Project:

SEMI- ANNUAL PREVENTIVE AIRCON MAINTENANCE IN PSHS-CALABARZON RC

The PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS (PSHS-CALABARZONRC) intends to apply the sum of ONE HUNDRED FOUR THOUSAND SEVEN HUNDRED PESOS ONLY (Php 104,700.00) being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: SEMI-ANNUAL PREVENTIVE AIRCON MAINTENANCE OF PSHS-CALABARZON RC

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. 2023-02-029 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 18-21, 2023 from 9:00am 3:00pm without cost and from 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 wll 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 21, 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.



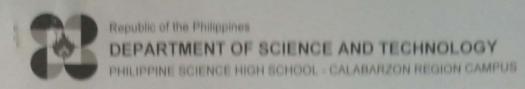
PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM

REQUEST FOR QUOTATION FORM & NOTICE (GOODS)

Office/ Ca		PHIL	IPPINE SCIENCE HIG	TH SCHOOL CALABARZON REGION C	AMPUS		
	ortact Details	Bara	ingay Sampaga Wes	t, Batangas City			
		-					2022 02 020
				Quo	tation No.:	En.	2023-02-029 bruary 14, 2023
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				merated hereunder. If you are interest	ed and in a position to		
			ad to have your best p		0.1.700		
				or days upon receipt of approved Pr			
				letion within the time specified as affer			
				nalty of one-tenth (1/10) of one percent			
Price pe	r calendar d	ay of delay i	minus the value of the	e delivered/completed partion(s) of the	approved P.O./Contract.		
Item #	OTY	UNIT		ITEM/DESCRIPTION	ON	UNIT COST	TOTAL COST
				PRICES MUST BE Tax (VA	IT) INCLUSIVE		
1	54	UNIT	SEMI-ANNUAL PR	EVENTIVE MAINTENANCE OF AIRCONDI	TIONING UNITS IN PSHS-CALABAZON RC		
				NING OF SPLIT-TYPE WALL MOUNTED			
			ADMINISTRATIO	ON BUILDING			
			-ADMIN LOUNG				
			-SUPPLY OFFIC	E (2)			
			-CASHIER (1)	"			
-			-QMS OFFICE (
		-	-RECORDS OF				
			-REPRODUCTIO				
			-BAC OFFICE (
			-GSU OFFICE (
			-FAD CHIEF OF	FICE (1)			
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			-ACCOUNTANT				
			-BUDGET OFFI				-
			-DIRECTOR'S O				
-	-		-DIRECTOR'S O				
-			ACADEMIC BUI				
			-FACULTY ROO				
			-FACULTY ROO	M 106 (2)			
			-SMART CLASS	SROOM 205 (3)			
			-GUIDANCE OF				
				CULTY OFFICE (1)			
			ACADEMIC BUI				
-			-CID OFFICE (I) -CONFERENCE				
			-SSD OFFICE (
			-REGISTRAR'S				
Deliver	y Term :	WIT	THIN 30 CALENDAR	DAYS AFTER THE RECEIPT OF PU	RCHASE ORDER		
Deliver		LAGET	UIN 20 45 CALEND	AR DAYS AFTER THE COMPLETE DEL	IVERY OF ITEMS		
Payme	nt Term :	WII	HIN 30-45 CALENDA	AR DATS AFTER THE COMPLETE DEL	WENT OF TENS		
					PRICES IN THE ABOVE O	FFFD ADF	
Very tru	ly yours,	-01	1		CERTIFIED TRUE AND C		
	/	How					
	E	DSEL WESKI	NO	_ Authorized Company			
		PURCHASI	ER	Representative :			
Telep	hone:	043	3-724-6199		(Signature Over Printe	d Name)	
				Company Name :			
IMPORT	TANT			Address :			
	must be typ	newritten in	ink clearly	The second second			
			ilent, specify	Telephone nos. :	AND REAL PROPERTY AND ADDRESS OF		
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the	rand and m	ake.					



Purpose: FOR THE SEMI-ANNUAL PREVENTINE MAINTENGANCE OF AIR-CONDITIONING UNITS OF SUIL DINGS IN PSNS-CALABARXY REGION CAMPUS Requested by: Apprival by: Apprival by: Signature: DAN PLAPS A. HERNANDEZ DISSIPAT ARCHITECT (SSI)						Appendix 60
Approved by: Partial Partial Property Name: Per The Semi-annual preventive maintenance of Air-conditioning Units OF SUILDINGS IN PSNS CALABARY Purpose: Region Campus FOR The Semi-annual preventive Maintenance of Air-conditioning Units of Suildings IN PSNS CALABARY Purpose: Region Campus Region Cam						
Initity Name: PHILIPPINE SCIENCE HIGH SCHOOL CALABARZION RESIDENCEMENTS PHILIPPINE SCIENCE HIGH SCHOOL CALABARZION RESIDENCEMENTS PROBLEM FOR THE SEMI-ANNUAL PREVENTINE MAINTENANCE OF AIR-CONDITIONING UNITS OF BUILDINGS IN PSNS-CALABARZION RESIDENCEMENTS Purpose: REGION CAMPUS Requested by: Requested					Found Chester	1101101
Stock / Unit: Item Description Councils The Cost Total Total Property No. 1 LOT Semi-annual powertier maintenance of Au-continuing Units in 184.700 to 18		HILIPPINE SCIE	ENCE HIGH SCHOOL - CALABARZON REGION CAMPUS		States	
Property No. 1 LOT Semi-annual preventive maintenance of Au-conflicting Units of No. 200.20 * 104.700 to SSSE-GLABARZONRO 1 LOT Semi-annual preventive maintenance of Au-conflicting Units of No. 200.20 * 104.700 to SSSE-GLABARZONRO Portal		ID.	Responsibility Center Code: 14-0//-07-0X	14-02	rebains	(4, 202,3
Purpose: FOR THE SEMI-ANNUAL PREVENTINE MAINTENANCE OF AIR-CONDITIONING UNITS OF SUILDINGS IN PSHS CALABARX Purpose: Requested by: Requested by: Company and Air-Conditioning Color of Suildings in PSHS CALABARX Approved by: Company and Air-Conditioning Colors of Suildings in PSHS CALABARX Region Campus Signature: Dan ELARD A. HERNANDER OSSEME ANDATA, D. Company Dan ELARD A. HERNANDER OSSEMENT ARCHITECT ISSU					Unit Cust	Total Cost
Purpose: FOR THE SEMI-ANNUAL PREVENTIVE MAINTENANCE OF AIR-CONDITIONING UNITS OF SUILDINGS IN PSHS CALABARAY REGION CAMPUS Requested by: Approval by: DAN JELARD A. HERNANDEZ DISSIPATE ARCHITECT GSU			Semi-annual preventive maintenance of Atr-conditioning Units in PSHS-CALASARZ/ONRC	1	P 104,700.00	→ 104,700,00
Purpose: FOR THE SEMI-ANNUAL PREVENTIVE MAINTENANCE OF AIR-CONDITIONING UNITS OF BUILDINGS IN PSHS-CALABARYO REGION CAMPUS Requested by: Out of more Printed Name: DAN JELARD A. HERNANDEZ DAN JELARD B. HERNANDEZ			000000000000000000000000000000000000000	-		
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Signature: Could more DAN JELARD A. HERNANDEZ Requested by: Could make the country of the co		THE STAIL	ANNUIAL PREVENTIVE MAINTENANCE OF AIR-CONDITION	NING UNIT	_	_
Signature: Printed Name: DAN JELARD A. HERNANDEZ DESCRIPTION OF THE CONTROL OF THE CAMPUS DIRECTOR	Purpose:	FOR THE SEMI-	ANNUAL PREVENTIVE MAINTENANCE OF AIR-CONDITION	NING UNIT	_	_
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Printed Name : DAN FLARD A. HERNANDEZ GENDENT ARCHITECT - GSU CAMPUS DIRECTOR	Purpose:	REGION CAMPI	US		S OF BUILDINGS IN	_
GERDENT ARCHITECT -404	Purpose:	REGION CAMPI	US		S OF BUILDINGS IN	PSNS-CALABARZON
Designation:	Purpose:	REGION CAMPI	ested by: Ref March LARD A. HERNANDEZ		provoil by:	PSHS CALABARZON
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TERMS OF REFERENCE FOR THE SEMI-ANNUAL MAINTENANCE OF AIRCONDITIONING UNITS

I. Background

The Philippine Science High School CALABARZON Region Campus (PSHS-CALABARZONRC) has been striving to provide quality service in terms of facilities and equipment maintenance ensure an environment that is safe and conducive to optimum learning of students and safe workplace for its employees.

The General Services Unit (GSU) is tasked to preserve the Campus facilities, equipment and buildings to maintain their excellent condition at any given time to secure the personnel and scholars and avoid any incident that may arise due to malfunctions and defects and provide a conducive workplace and learning environment. Preventive maintenance is an essential part of such preservation to do away with corrective maintenance and break down of equipment and facilities.

II. Rationale

Regular preventive maintenance is vital in ensuring that the air conditioning units (ACUs) are working in the most energy-efficient manner and in preserving its useful life.

The most recent preventive maintenance for the ACUs of the Campus was conducted on August 2022, which consisted of general cleaning of all indoor and outdoor units of the ACUs in all buildings, together with the required report especially for the units that are recommended for further works or those that are identified for corrective maintenance. The schedule is deemed to be the most appropriate time in preparation for the opening of classes in September. Ideally, ACUs have to be cleaned at least semi-annually, which in this case, the next PMS should be in February, 2023.

III. Scope of Work and Job Specifications

The external service provider must be able to perform the preventive maintenance of the ACUs of the Campus, as follows.

ITEM#	QTY	UNIT	PARTICULARS	UNIT COST	TOTAL COST
		CODIN	G OF THE UNITS SHALL BE BASED ON THE ATTA	ACHED ANNEX	
			General Cleaning of Split Type Wall Mounted ACU Administration Building Admin Lounge (1) Supply Officer (2) Cashier (1)		

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DEPARTMENT OF SCIENCE AND TECHNOLOGY



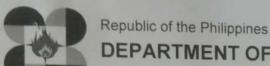


				Certif	cate No. SCP0004
1	54	UNITS	QMS Office (1) COA Office (2) Records Office (2) Reproduction Room (1) BAC Office (1) GSU Office (1) FAD Chief Office (1) FAD Chief Sec (1)	1,200.00	64,800.00
			 Accountant Office (1) Budget Office (1) Director's Secretary (1) Director Quarter (1) Server Room (1) 		
			Academic Building I Faculty Room 105 (2) Faculty Room 106 (2) Smart Classroom 205 (3)		
			Guidance Office (1) Room 102 Faculty Office (1) Academic Building II		
	· va		CID Office (1) Conference Room (1) SSD Office (1) Registrar Office (1)		
			Clinic (1) Audio Visual Room (7) Smart Classroom 205 (4)		
			Faculty Room (2) Multi-Purpose Gymnasium Clinic (1) Stoff Lourse (1)		
			Staff Lounge (1) Music Room (1) Lecture Room (1) Faculty Room (1)		
		3	Fitness Room (1) Advance Science and Technology Building Faculty Room A (1)		
2	22	UNIT	Faculty Room B (1) General Cleaning of Split Type Floor Mounted ACU Administration Building	1,500.00	33,000.00
			 Training Room (2) Account Sec. Office (1) Activity Center Hall (2) Backstage Left (Dressing Room A) (1) 		
			 Backstage Right (Dressing Room B) (1) E-Learning Hub and Multimedia Center Auditorium (10) Library (3) 		

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DEPARTMENT OF SCIENCE AND TECHNOLOGY

PHILIPPINE SCIENCE HIGH SCHOOL - CALABARZON REGION CAMPUS





			Multi-Purpose Gymnasium • Dance Studio (2)		
3	3	UNITS	General Cleaning of Split Type Ceiling Mounted ACU Administration Building Conference Room (2) Director's Office (1)	1,500.00	4,500.00
4	3	UNITS	General Cleaning of Window Type ACU Advance Science and Technology Building Faculty Room ACU #1 Faculty Room ACU #2 Faculty Room ACU #3	800.00	2,400.00
				TOTAL	104,700.00

IV. Estimated Cost

The estimated cost of the requested procurement is One Hundred Four Thousand Seven Hundred Pesos (Php 104,700.00).

V. Mode of Procurement

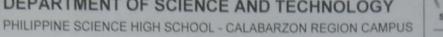
The appropriate mode of procurement is Negotiated Procurement - Small Value Procurement pursuant to Republic Act No. 9184 and its Revised Implementing Rules and Regulations.

VI. Payment Scheme

No advance payment shall be made. Instead, claim for payment shall be processed upon the completion and acceptance of the deliverables and upon receipt of billing statement from the service provider.



DEPARTMENT OF SCIENCE AND TECHNOLOGY







Certificate No : SCP000420Q

ANNEX A

LIST OF AIR-CONDITIONING UNITS FOR GENERAL CLEANING IN THE CAMPUS

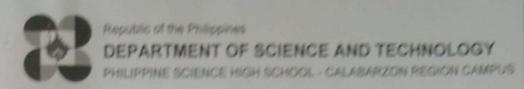
Adm	inistration Building
Location	Description / Control Number
Admin Lounge	GF - LOUNGE/ITU OFFICE - ACU
Supply Office (2)	GF - SUPPLY OFFICE - ACU NO.1
	GF - SUPPLY OFFICE - ACU NO.2
Cashier	GF - CASHIER - ACU
QMS Office	GF - QMS OFFICE - ACU
COA Office (2)	GF - C.O.A OFFICE - ACU NO.1
	GF - C.O.A OFFICE - ACU NO.2
Training Room (2)	GF - TRAINING RM ACU NO.1
	GF – TRAINING RM. – ACU NO.2
Records Office (2)	GF - RECORDS OFC ACU NO.1
	GF - RECORDS OFC ACU NO.2
Reproduction Room	2F - REPRODUCTION ROOM - ACU
Server Room	2F - SERVER ROOM - ACU
BAC Office	2F – BAC OFFICE - ACU
HRMO Office	2F – HRMO OFFICE - ACU
FAD Chief Sec	2F - FAD CHIEF SEC ACU
FAD Chief	2F – FAD CHIEF - ACU
Conference Room (2)	2F - CONFERENCE RM - ACU NO.1
	2F - CONFERENCE RM - ACU NO.2
Budget Office	2F – BUDGET OFFICE - ACU
Accountant Office	2F – ACCOUNTANT OFFICE - ACU
Accountant Secretary Office	2F - ACCOUNTANT SEC - ACU
Director's Secretary	2F - DIRECTOR'S SEC - ACU
Director's Office	2F – DIRECTOR'S OFFICE - ACU
Director's Quarter	2F - DIRECTOR'S QUARTER - ACU
TOTAL	25

Academic Building I			
Location	Description / Control Number		
Guidance Office	GF – GUIDANCE OFFICE - ACU		
Room 102 Faculty Room	GF - FACULTY RM. 102- ACU		
Faculty RM.105 (2)	GF - FACULTY RM. 105- ACU NO.1		
	GF - FACULTY RM. 105 - ACU NO.2		
Faculty RM.106 (2)	GF - FACULTY RM. 106- ACU NO.1		
	GF - FACULTY RM. 106 - ACU NO.2		
Smart Classroom (RM.205) (3)	2F - SMART CLASSRM. 205- ACU NO.2		
	2F - SMART CLASSRM. 205- ACU NO.3		
	2F - SMART CLASSRM. 205- ACU NO.4		
TOTAL	9		

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CARROLLING SECURIORS

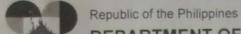
Acad	demic Building II
Location	Description / Control Number
CID Chief Office	GF - CID OFFICE - ACU
Conference Room	GF - CONFERENCE RM - ACU
SSD Chief Office	OF - SSD CHIEF OFFICE - ACU
Registrar Office	GF - REGISTRAR OFFICE - ACU
Clinic	GF - CLINIC - ACU
Audio-Visual Room (7)	GF - AUDIO VISUAL RM - ACU NO.1 GF - AUDIO VISUAL RM - ACU NO.3 GF - AUDIO VISUAL RM - ACU NO.5 GF - AUDIO VISUAL RM - ACU NO.5 GF - AUDIO VISUAL RM - ACU NO.7 GF - AUDIO VISUAL RM - ACU NO.7
Smart Classroom (RM.205) (4)	2F - SMART CLASSRM. 205 - ACU NO.1 2F - SMART CLASSRM. 205 - ACU NO.2 2F - SMART CLASSRM. 205 - ACU NO.3 2F - SMART CLASSRM. 205 - ACU NO.4
Room 301 (2)	2F - ROOM 301 - ACU NO.1 2F - ROOM 301 - ACU NO.2
TOTAL	18

Advance Sci	ence and Technology Building
Location	Description / Control Number
G/F Faculty Room (3)	GF - FACULTY ROOM - ACU NO.1 GF - FACULTY ROOM - ACU NO.2 GF - FACULTY ROOM - ACU NO.3
4/F Faculty Room (2)	4F - FACULTY ROOM A - ACU 4F - FACULTY ROOM B - ACU
TOTAL	5

Act	ivity Center
Location	Description / Control Number
Event Center Hall (2)	2F - EVENT CENTER - ACU NO.1 2F - EVENT CENTER - ACU NO.2
Backstage Left (Dressing Room A)	2F - DRESSING RM. A - ACU
Backstage Right (Dressing Room B)	2F - DRESSING RM. B - ACU
TOTAL	4

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DEPARTMENT OF SCIENCE AND TECHNOLOGY PHILIPPINE SCIENCE HIGH SCHOOL - CALABARZON REGION CAMPUS





Certificate No.: SCP000420Q

E-Learning I	Hub and Multimedia Center
Location	Description / Control Number
Auditorium (10)	I GF - AUDITORIUM - ACU NO.1
Additorialii (10)	LGF - AUDITORIUM - ACU NO.2
	LGF - AUDITORIUM - ACU NO.3
	LGF - AUDITORIUM - ACU NO.4
	LGF - AUDITORIUM - ACU NO.5
	LGF - AUDITORIUM - ACU NO.6
	LGF - AUDITORIUM - ACU NO.7
	LGF - AUDITORIUM - ACU NO.8
	LGF - AUDITORIUM - ACU NO.9
	LGF - AUDITORIUM - ACU NO.10
	2F – READING AREA – ACU NO.1
Library	2F - READING AREA - ACU NO.2
	2F – READING AREA – ACU NO.4
TOTAL	13

Multi-purpose Gymnasium	
Location	Description / Control Number
Clinic	GF – CLINIC - ACU
300 S S S S S S S S S S S S S S S S S S	GF – VISITOR'S LOUNGE - ACU
Visitor's Lounge	GF - MUSIC ROOM - ACU
Music Room	GF - DANCE STUDIO - ACU NO.1
Dance Studio (2)	GF - DANCE STUDIO - ACU NO.2
I I Doom	2F – LECTURE ROOM- ACU
Lecture Room	2F – FACULTY ROOM- ACU
Faculty Room	2F - FITNESS ROOM- ACU
Fitness Room	2F - FITNESS 110 511 710 5
TOTAL	0

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