

PHILIPPINE SCIENCE HIGH SCHOOL - CALABARZON REGION CAMPUS

DOCUMENT TRACKING FORM

DIVISION	
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REFERENCE NO.: RMU - 2023 - 085
 DATE: JUNE 27, 2023

FROM/TO	PARTICULARS	ACTION/S TAKEN	SIGNATURE	DATE (mm/dd/yy)
BDF	TDR for the Supply and Delivery of Construction Materials, for the Routing at the GRH, SAPP & PPMP	Prepared & forwarded to JMU	f. fhu	6/27/23
JMU	-do-	TDR & PPMP signed & forwarded to AEU	f. fhu	6/27/23
DGC	-do-	TDR & SAPP signed, forwarded to AEA	DC	06/27/23
AEA	-do-	Signature		6/23/23
MMSD	-do-	Signature		6/27/23
JMS	-do-	signed and fwd to SPH	Por:	6/27/2023

TO ALL DIVISION RECORDS CUSTODIANS: Once document(s)/record(s) is/are signed, please return to the Records Management Unit (RMU) for proper monitoring and filing.

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.:	2023-07-112
Date :	July 6, 2023

SIR / MADAM:

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 30 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 and Delivery					
1	7	pieces	Channel Bar 2 X 4 X 3.mm		
2	12	pieces	G.I Tubular Bar 1 X 2 X 2.0mm		
3	10	pieces	Pre-painted G.I Rib-type Roofing - G.A 1.22m X 0.4mm X 12ft (Choco Brown)		
4	4	pieces	0.4mm X 24" X 2.4m Pre-Painted G.I 3 Steps Roof Gutter (Modern Box Type - Choco Brown)		
5	500	pieces	Tek-screw Metal 2"		
6	5	pieces	Tek-screw Adaptor		
7	8	pieces	Roof Elastomeric Sealant 1L		
8	30	pieces	Dynabolt 5/8		
9	1	gallon	Red Oxide Metal Primer		
10	5	pieces	Paint Brush 4"		
11	5	pieces	Paint Roller #7		
12	1	gallon	Lacquer Thinner		
13	1	liter	Paint Thinner		
14	6	pieces	Colored Plain Sheet 0.4mm THK Choco Brown		
15	4	pieces	3" PVC Pipe		
16	8	pieces	3" PVC Elbow 45degree		
17	2	pieces	Cement Solvent 400cc		
18	50	pieces	4" Cutting Disc for Metal		
19	250	kilograms	Welding Rod 2.5 6013		
20	10	pieces	Silicon Sealant - ChocoBrown 300ml		
TOTAL					

Delivery Term : WITHIN 30 CALENDAR DAYS AFTER THE RECEIPT OF PURCHASE ORDER
 Delivery Time : -
 Payment Term : WITHIN 15-45 CALENDAR DAYS AFTER THE COMPLETE DELIVERY OF PROCURED GOOD/S AND/OR SERVICE/S

Very truly yours,


 EUSEBIO ESPINO
 PURCHASER

Telephone: 043-779-8320 local 803

Authorized Company Representative :

PRICES IN THE ABOVE OFFER ARE CERTIFIED TRUE AND CORRECT:

(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 : SSD		PR No.: 2023 - 07 - 112	Date: July 6, 2023		
		Responsibility Center Code : 19-016-09-00014- 03			
Stock / Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	pcs	channel bar 2x4x3.0mm	7.00	2,310.00	16,170.00
2	pcs	G.I. Tubular Bar 1x2x2.0mm	12.00	1,208.00	14,496.00
3	pcs	Pre-painted G.I. Rib Type Roofing-G.A	10.00	1,890.00	18,900.00
		1.2mm x 0.4mm x 12 FT (choco brown)			7,772.00
4	pcs	0.4mm x 24" x 2.4m Pre-painted G.I.3	4.00	1,943.00	7,772.00
		Steps roof Gutter (modern box type choco brown)			
5	pcs	Tek-screw Metal 2"	500.00	2.00	1,000.00
6	pcs	Tek-screw Adaptor	5.00	42.00	210.00
7	pcs	Roof Elastomeric Sealant 1L	8.00	840.00	6,720.00
8	pcs	Dynabolt 5/8	30.00	89.00	2,670.00
9	Gal	Red Oxide Metal Primer	1.00	683.00	683.00
10	pcs	Paint brush 4"	5.00	137.00	685.00
11	pcs	Paint Roller #7	5.00	95.00	475.00
12	Gal	Lacquer Thinner	1.00	420.00	420.00
13	L	Paint Thinner	1.00	473.00	473.00
14	pcs	Colored Paint Sheet 0.4mm THK choco Brown	6.00	1,838.00	11,028.00
15	pcs	3" PVC Pipe	4.00	788.00	3,152.00
16	pcs	3" PVC Elbow 45 degree	8.00	68.00	544.00
17	pcs	Cement Solvent 400 cc	2.00	394.00	788.00
18	pcs	4" Cutting Disc for Metal	50.00	42.00	2,100.00
19	Kgs	Welding rod 2.5 6013	20.00	231.00	4,620.00
20	pcs	Silicon Sealant - Choco Brown 300ml	10.00	273.00	2,730.00
TOTAL					₱95,636.00

Purpose: For the construction of Adjacent Roofing in the entrance area of the girls residence Hall

Requested by:

Signature:

Designation:

[Signature]
 BEUA D. PASIA
 DORMITORY MANAGER

Approved by:

[Signature]
 JOSE M. ANDAYA, D.T.
 CAMPUS DIRECTOR



TERMS OF REFERENCE FOR THE SUPPLY AND DELIVERY OF CONSTRUCTION MATERIALS FOR THE CONSTRUCTION OF ADJACENT ROOFING IN THE ENTRANCE AREA OF THE GIRLS RESIDENCE HALL

I. Background

The Philippine Science High School is mandated by the government to provide secondary education with emphasis on science and technology with the aim of preparing its students for STEM-related careers in and around the CALABARZON region. In order to provide accessible education to every student in and around the CALABARZON region every PSHS campus must establish a residence hall or a dormitory for male students and for female student.

II. Rationale

The Philippine Science High School –CALABARZON. Region Campus has its own dormitories for boys and girls. However, due to climate change where there is a spike in the strong torrential downpours during the rainy season, there is a need to install extension roofing on both sides of the entrance area of the GRH so as to provide additional protection from strong rains and avoid accidents in the flooring of the entrance area that usually gets slippery due to accumulated rainfall in the tiled flooring.

III. Scope of Work and Job Specifications

The winning supplier must provide and deliver the necessary items with the following specifications or better.

Item	Quantity	Unit	Proposed Amount (Php)
CHANNEL BAR 2 X 4 X 3.0MM	7.00	pcs	16,170.00
G.I TUBULAR BAR 1 X 2 X 2.0MM	12.00	pcs	14,496.00
PRE-PAINTED G.I RIB TYPE ROOFING - G.A 1.22M X 0.4 MM X 12FT (CHOCO BROWN)	10.00	pcs	18,900.00
0.4MM X 24" X 2.4M PRE-PAINTED G.I 3 STEPS ROOF GUTTER (MODERN BOX TYPE-CHOCO BROWN)	4.00	pcs	7,772.00
Tek-screw Metal 2"	500.00	pcs	1,000.00
Tek-screw Adaptor	5.00	pcs	210.00
Roof Elastomeric Sealant 1L	8.00	pcs	6,720.00
Dynabolt 5/8	30.00	pcs	2,670.00
Red Oxide Metal Primer	1.00	Gal	683.00
Paint Brush 4"	5.00	pcs	685.00
Paint Roller #7	5.00	pcs	475.00
Lacquer Thinner	1.00	Gal	420.00
Paint Thinner	1.00	L	473.00
Colored Paint Sheet 0.4mm THK Choco Brown	6.00	pcs	11,028.00
3" PVC Pipe	4.00	pcs	3,152.00
3" PVC Elbow 45degree	8.00	pcs	544.00
Cement Solvent 400cc	2.00	pc	788.00



4" Cutting Disc for Metal	50.00	pcs	2,100.00
Welding Rod 2.5 6013	20.00	kgs	4,620.00
Silicon Sealant - Choco Brown 300ml	10.00	pcs	2,730.00
Total			95,636.00

Note: All prices must be Tax (VAT) inclusive for supply and delivery

IV. Approved Budget for the Contract

The approved budget for the contract is Ninety-Five Thousand Six Hundred Thirty-Six Pesos (Php 95,636.00).

V. Evaluation and Selection Criteria

Proposal with the lowest calculated bid with complete documents and correct specifications shall be accepted.

VI. Payment Scheme

Payment for the procured items shall be made 30-45 calendar days after all the materials are completely delivered.

Prepared by:

Bella D. Pasia, RN
Girls Residence Hall Head


Engineer Mhelvin E. Magdalena
Resident Engineer

Recommending Approval:


JORGE M. JOB
Chief, Student Services Division

Certified Funds Available:


DANICA G. CACAO
Budget Officer


ARNEL E. AGULA
Accountant II


MA. THERESA P. PAGULAYAN
Finance and Administrative Division, Chief

Approved By:


JOSE M. ANDAYA, D.T.
Director III