### 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.:
 2023-07-115 (3)

 Date
 :
 July 13, 2023

Project:

PROCUREMENT OF VARIOUS TEACHING SUPPLIES AND MATERIALS IN PREPARATION FOR THE OPENING OF CLASSES AS WELL AS VARIOUS OFFICE SUPPLIES AND CONSUMABLES THAT NEED RESTOCKING (PRINTER AND COPIER CONSUMABLES)

The PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS (PSHS-CALABARZONRC) intends to apply the sum of ONE HUNDRED TWENTY-SIX THOUSAND SEVEN HUNDRED PESOS ONLY (Php126,700.00) being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: PROCUREMENT OF VARIOUS TEACHING SUPPLIES AND MATERIALS IN PREPARATION FOR THE OPENING OF CLASSES AS WELL AS VARIOUS OFFICE SUPPLIES AND CONSUMABLES THAT NEED RESTOCKING (PRINTER AND COPIER CONSUMABLES).

#### **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. 2023-07-115 (3) on the "ASSOCIATED COMPONENTS" link found on this posting;
  - 1.2 Delivery and (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 July 19-July 24, 2023 from 9:00am 3:00pm without cost and from https:// www.philgeps.net.
- ${\bf 4.\,Upon\,submission\,of\,the\,RFQ,\,please\,attach\,the\,following\,documentary\,requirements:}\\$
- 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 July 24, 2023, 4:00pm. 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 Kendra L. Inumerable, 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

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Office, Campus.	FINEIFFINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPOS	
Address/ Contact Details:	Barangay Sampaga West, Batangas City	

SID / N	1ADAM:				Date :		July 13, 2023
SIN / IV	IADAIVI.				Date .		July 13, 2023
Mo	ay we req	uest for quo	tation on materials enun	nerated hereunder. If you are inte	rested and in a position	to	
furnish	the same	, we shall be	glad to have your best p	prices.			
De	livery wit	hin	25 calendar day	ys upon receipt of approved Purcha	se Order (PO).		
In	case of fo	ilure to mak	e the full delivery/compl	letion within the time specified as o	ffered/required, the Sup	opl.	
				nalty of one-tenth (1/10) of one per			
Price pe	er calend	ar day of del	ay minus the value of the	e delivered/completed portion(s) of	the approved P.O./Con	tract.	
Item#	QTY	UNIT		ITEM/DESCRIPTION	ι	INIT COST	TOTAL COST
			PRICES M	UST BE Tax (VAT) INCLUSIVE			
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1	3	PIECES		EM, for Gestetner IM-C2500 (EDP-841)			
2	3	PIECES		EM, for Gestetner IM-C2500 (EDP-841)			
3	3	PIECES		EM, for Gestetner IM-C2500 (EDP-8419			
4	4	PIECES		EM, for Gestetner IM-C2500 (EDP-8423	315), black		
5	2	PIECES	TONER CARTRIDGE,	OEM, HP 30A (CF230A), black			
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Delive	ry Term	: WIT	HIN 25 CALENDAR DAYS	AFTER THE RECEIPT OF PURCHASI	ER ORDER		
Delive	ry Time						
Payme	ent Terr	n: WIT	HIN 15-30 CALENDAR DA	YS AFTER THE COMPLETE DELIVER	RY OF PROCURED GOOD	D/S AND/OR S	ERVICE/S
Very tri	uly yours	,		-	PRICES IN TH	HE ABOVE OF	FER ARE
,		20	1/		CERTIFIED 1	RUE AND CO	RRECT:
		EDSEVE E	MIND	Authorized Company			
		PURCH	ASER	Representative :			
Telephone: 043-779-8320 local 803			(Signature	Over Printed	Name)		
				Company Name :			
IMPOF	RTANT			Address :			
1. Price	s must b	e typewrittei	n in ink clearly.				
			uivalent, specify	Telephone nos. :			
the	brand an	d make.		T.I.N. :			