

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.: 2023-11-194
Date : November 14, 2023

Project: **FOR THE CONDUCT OF THE 2023 PSHS SYSTEM NATIONAL COMPETITIVE EXAMINATION**

The **PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS (PSHS-CALABARZONRC)** intends to apply the sum of **THREE THOUSAND NINE HUNDRED SIXTY PESOS ONLY (Php3,960.00)** being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: **FOR THE CONDUCT OF THE 2023 PSHS SYSTEM NATIONAL COMPETITIVE EXAMINATION.**

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 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; 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. BIR 2303/OCR Number
5. The deadline for submission of duly accomplished RFQ Form (Open or Sealed) is on November 16, 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 Kendra L. Inumerable, BAC Secretariat Member.
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.



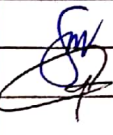
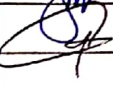
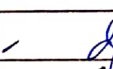





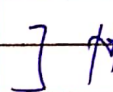
MARY ANGEL L. GAVINA

BAC Chairperson

DOCUMENT TRACKING FORM

DIVISION	
<input type="checkbox"/> FAD	<input checked="" type="checkbox"/> SSD
<input type="checkbox"/> CID	<input type="checkbox"/> OCD
	<input type="checkbox"/> QMSO

REFERENCE NO.: REG-2023-084
 DATE: 11/13/23

FROM/TO	PARTICULARS	ACTION/S TAKEN	SIGNATURE	DATE (mm/dd/yy)
MBA / REG	Doc. M. Staff, PPMP - ^{NCE} 2023	prepared & forwarded to JMJ		11/13/23
JMJ	- do -	signed & forwarded to DGC & HSA		11/13/23
DLC	- do -	signed		11/13/23
HSA		HSA		11/19/23
JMAP	- do -			11/13/23
RSE	- do -	signed re, M & opp; fwd to SV		11/14/2023
JKF	- do -	Forwarded to CLK for processing		11-14-2023

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 CAI ABARZON REGION CAMPUS
Address/ Contact Details: Barangay Sampaga West, Batangas City

SIR / MADAM:

Quotation No.: 2023-11-194
Date: November 14, 2023

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 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.

Table with 6 columns: Item #, QTY, UNIT, ITEM/DESCRIPTION, UNIT COST, TOTAL COST. Includes a row for 'PACKED LUNCH FOR THE PSHS PERSONNEL WHO WILL ADMINISTER THE 2023 PSHSS NATIONAL COMPETITIVE EXAMINATION'.

Delivery Term : NOVEMBER 18, 2023
Delivery Time :
Payment Term : WITHIN 15-30 CALENDAR DAYS AFTER THE COMPLETE DELIVERY OF PROCURED GOOD/S AND/OR SERVICES

Very truly yours,

PRICES IN THE ABOVE OFFER ARE CERTIFIED TRUE AND CORRECT:

Signature of Edsel B. Espino, Purchaser

Authorized Company Representative :

Telephone: 043-779-8320 local 803

(Signature Over Printed Name)

IMPORTANT
1. Prices must be typewritten in ink clearly.
2. 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 : REGISTRAR UNIT/SSD		PR No.: <u>2023-11-194</u>		Date: <u>November 14, 2023</u>	
		Responsibility Center Code : <u>19-016-09-00014-04-03 ^{ca}</u>			
Stock / Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	PCS	MEALS - 18 pax @Php220/pax	1	₱3,960.00	₱3,960.00
		Nothing follows			
Total					₱3,960.00

Purpose: Meals of PSHS personnel (custodians and security personnel) during the conduct of the PSHS NCE

<p>Requested by:</p> <p>Signature : <u></u></p> <p>Printed Name : MARY MEDATRIX B. ARROYO</p> <p>Designation : REGISTRAR</p>	<p>Approved by:</p> <p>Signature : <u></u></p> <p>Printed Name : Mr. REX S. FORTEZA</p> <p>Designation : CAMPUS DIRECTOR</p>
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**TERMS OF REFERENCE FOR THE CONDUCT OF THE
2023 PSHS SYSTEM NATIONAL COMPETITIVE EXAMINATION**

I. Background

After three years since the onset of the pandemic, the PSHS System National Competitive Examination (NCE) returns to test aspiring Grade 7 scholars for S.Y. 2024-2025 in the Philippine Science High Schools nationwide.

The PSHSS-NCE is a scholastic aptitude test designed to screen qualified graduating grade school students who applied for scholarship at the Philippine Science High School. It is an admission test that measures the Scientific Ability, Quantitative Ability, Abstract Reasoning, and Verbal Aptitude.

II. Rationale

The PSHSS-NCE will be conducted on November 18, 2023 at the Philippine Science High School-CALABARZON Region Campus and in a school in Laguna province (to be determined). This activity will be participated by teachers and staff who will serve as Supervising Examiner, Chief Examiners, Proctors, Marshalls, Janitors, and other concerned personnel in DOST, PSHS and testing center/s.

III. Scope of Work and Job Specifications

The merchant must be able to provide the following materials/services with the corresponding specifications:

Materials/Resources	Amount
Meals for PSHS Personnel <i>18 pax (@PhP220/pax)</i>	PhP 3,960.00
Total	PhP 3,960.00

IV. Approved Budget for Contract

The approved budget for the services and materials is PhP 3,960.00.

V. Mode of Procurement

The mode of procurement shall be Negotiated Procurement-Small Value Procurement as per 2016 Revised Implementing Rules and Regulations of RA 9184.



Republic of the Philippines

DEPARTMENT OF SCIENCE AND TECHNOLOGY

PHILIPPINE SCIENCE HIGH SCHOOL - CALABARZON REGION CAMPUS



Certificate No.: SCP000420Q

VI. Payment Scheme

The supplier shall be paid 15-30 days after delivery/completion of service.

Prepared by:



Mary Medatrix B. Arroyo
Registrar I

Recommending Approval


Jorge M. Job
SSD Chief

Certificate of Availability of Fund:


Danica G. Cacao
Budget Officer


Arnel E. Aguila
Accountant

Recommending Approval:


Ma. Theresa P. Pagulayan
FAD Chief

Approved:


Mr. Rex S. Forteza
Campus Director