

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.: 2023-09-143 (2)
Date : September 1, 2023

Project:

**FOR THE PROCUREMENT OF MATERIALS AND SERVICES FOR THE PSHS NATIONAL
COMPETITIVE EXAMINATION (NCE) (TARPAULIN)**

The **PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS (PSHS-CALABARZONRC)** intends to apply the sum of **TWELVE THOUSAND PESOS ONLY (Php12,000.00)** being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: **FOR THE PROCUREMENT OF MATERIALS AND SERVICES FOR THE PSHS NATIONAL COMPETITIVE EXAMINATION (NCE) (TARPAULIN)** .

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 September 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 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

PURCHASE REQUEST

SHIPPINE SCIENCE HIGH SCHOOL - CALABARZON REGION CAMPUS

Fund Cluster: 1101101

PR No.: 2023-09-143

Date: September 1, 2023

Responsibility Center Code: 19-016-09-00014-04-03

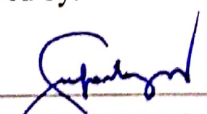
Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	LOT	RADIO ADVERTISEMENT -airing of recorded commercial for at least 240 spots (8 spots/day) that will run for one month or the equivalent airtime for the duration of the contract -live radio interview session for at least 10 minutes	3	₱25,000.00	₱75,000.00
2	PCS	TARPAULIN - 2ft x 3ft (pls refer to attached layout)	100	₱120.00	₱12,000.00
					₱87,000.00

Pisay CALABARZON NCE Campaign 2023

Requested by:

Approved by:


 MS. MARY MEDIATRIX B. ARROYO
 REGISTRAR


 MR. REX S. FORTEZA
 CAMPUS DIRECTOR



TERMS OF REFERENCE FOR THE PROCUREMENT OF MATERIALS AND SERVICES FOR THE PSHSS NATIONAL COMPETITIVE EXAMINATION (NCE)

I. Background

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

The Department of Science and Technology-Philippine Science High School System (DOST-PSHSS) announced the comeback of the NCE on November 18, 2023, to assess the scientific ability, quantitative ability, abstract reasoning, and verbal aptitude of aspiring Pisay scholars.

To promote the NCE, the campaign committee suggests utilizing radio programs and other social media platforms. Also, a caravan will be conducted to inform the local government units in the CALABARZON region of the PSHS NCE and to reach the students from the public schools who have limited internet connections to be able to submit the applications.

II. Rationale

As a basic means of instituting its programs, the Student Services Division, led by the NCE campaign committee and in collaboration with employees and students, aims to encourage Grade 6 elementary students in the CALABARZON Region to apply for the Pisay NCE through the use of mass media (radio/TV advertisement and posting of materials on the agency website and social media), coordination with the LGUs, DepEd Regional Office and Division Offices, and Elementary Schools, DOST 4A, and PSTC in the region.

Conducting a campaign for the NCE serves several important purposes, all aimed at effectively promoting the NCE and attracting qualified Grade 6 students. It helps spread accurate and comprehensive information about the entrance examination, including eligibility criteria, requirements, important dates, and application procedures. This ensures that prospective students and their parents have a clear understanding of what to expect.

III. Scope of Work and Job Specifications

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

Activity	How	Materials/Resources	Amount	Total Amount
Media Campaign	Contract with radio stations covering CALABARZON	Media Advertisement - recorded commercial - eight spots/day - live radio interview - The contract shall be awarded to at least three merchants for better and wider information dissemination who can provide the required specifications and with the lowest price offer.	PhP 25,000.00 for 1 month covering the provinces of CALABARZON (Sept 13 to Oct 13, 2023)	PhP 75,000.00



Certificate No.: SCP000AZ00

LOU/DepEd/ DOST Campaign	Coordination with City/Municipal Mayors, DepEd and DOST offices, and PSTCs	Caravan: -School Vehicle/Commute (Gasoline, Toll Fees, Per Diem) Tarpaulin (refer to attached layout) -Size: 2ftx3ft -Qty: 100pcs	PhP 212,600.00 PhP 12,000.00	PhP 224,600.00
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IV. Approved Budget for Contract

The approved budget for the services and materials is PhP 299,600.00.


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.

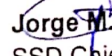
VI. Payment Scheme

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


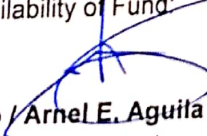
Prepared by:


Mary Mediatrix B. Arroyo
 Registrar I


Recommending Approval


Jorge M. Job
 SSD Chief

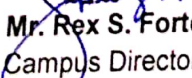
Certificate of Availability of Fund:

 
Danica G. Cacao / **Arnel E. Aguila**
 Budget Officer / Accountant

Recommending Approval:


Ma. Theresa P. Pagulayan
 SAO/FAD Chief


Approved:

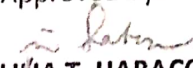

Mr. Rex S. Forteza
 Campus Director

Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM
OFFICE OF THE EXECUTIVE DIRECTOR

ADVICE OF SUB-ALLOTMENT
July 18, 2023

Program: FY 2023 Current Appropriation (R.A. 11936)		Fund Code: General Fund 101
Project : STEM Promotion Program – National Competitive Examination - For the conduct of the 2023 PSHSS National Competitive Examination (CARAVAN)		ASA No.: 07-2023-0049
TO: The Director PSHS – CALABARZON Region Campus Batangas		
The following allotment out of appropriations under R.A. 11936 released by the Department of Budget and Management have been made available for expenditures. It is the primary responsibility of the Chief/Head of the operating unit concerned to keep expenditures within the limit of the amount allotted. It is understood that the allotment should be used for the above mentioned project subject to the usual accounting and auditing rules and regulations. The Director concerned shall be held liable for any disbursements not made in accordance with the usual auditing rules and regulations.		
ALLOTMENT CLASS		ALLOTMENT
P/P/A	Description	Total
Operations:	Travelling Expenses – Local	142,600.00
	Postage and Courier Service	5,000.00
STEM Promotions Program –	Fuel, Oil and Lubricants Expenses	14,000.00
	Telephone Expenses - Mobile	3,000.00
	Advertising Expenses	135,000.00
National Competitive Examination		
	Totals	P 299,600.00
Amount in Words:		
TWO HUNDRED NINETY NINE THOUSAND SIX HUNDRED PESOS ONLY		

Prepared by:

MARILOU T. MORATA
 Budget Officer

Approved by:

LILIA T. HABACON
 Executive Director

PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM
NCE BUDGETARY REQUIREMENTS FORM


Requirements: FUND TRANSFER FOR: PSHS CALABARZON REGION CAMPUS
CONDUCT OF THE 2023 PSHSS-NCE
Date of Examination: November 2023

FORM A. FOR NCE CARAVAN/CAMPAIGN

Month	Specific Activity	Budget Class	Item Description	Amount
June	Attendance to the Capacity Building on Strategies Related to PSHS Promotions and Conduct of the 2023 NCE	N/A	N/A	
July	Processing of RACE Applications			
July	Preparation for NCE Caravan Communication with DepEd and DOST offices, LGUs	N/A	N/A	
July	Processing of RACE Applications RACE Caravan to different municipalities * Mobile Caravan in CALABARZON (via campus vehicle)	Travel/Per Diem	(PHP 3,500 + PHP3,300) x 3 days = PHP20,400 Breakdown: Gasoline -Php 3,500 Per diem -Php 3,300 (Php 1,100/pax for 3 pax - based on EO No. 77 s.2019, PSHS AO No. 002s.2019)	20,400.00
August	Processing of RACE Applications			
August	RACE Caravan to different municipalities * Mobile Caravan in CALABARZON (via campus vehicle)	Travel/Per Diem	(PHP 3,500 + PHP3,300) x 3 days = PHP20,400 Breakdown: Gasoline -Php 3,500 Per diem -Php 3,300 (Php 1,100/pax for 3 pax - based on EO No. 77 s.2019, PSHS AO No. 002s.2019)	95,400.00
August	* Caravan (commute)	Travel/Per Diem	PHP 20,000 + PHP55,000 = 75,000 (for 5 days) Breakdown: Transportation -Php 20,000 Meals (Per diem) -Php 55,000 (Php 1,100/pax for 10 pax (5 groups) - based on EO No. 77 s.2019, PSHS AO No. 002s.2019)	
August	Processing of RACE Applications			

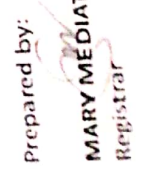
September	RACE Caravan to different municipalities *Mobile Caravan in CALABARZON (via campus vehicle)	Travel/Per Diem	(Php 3,500 + Php 3,300) x 3 days = Php 20,400 Breakdown: Gasoline - Php 3,500 Per diem - Php 3,300 (Php 1,100/pax for 3 pax - based on FO No. 11 s. 2019, PSJIS AO No. 002 s. 2019)
October	RACE Caravan to different municipalities *Mobile Caravan in CALABARZON (via campus vehicle) Processing of RACE Applications	Travel/Per Diem	(Php 3,500 + Php 3,300) x 3 days = Php 20,400 Breakdown: Gasoline - Php 3,500 Per diem - Php 3,300 (Php 1,100/pax for 3 pax - based on FO No. 11 s. 2019, PSJIS AO No. 002 s. 2019)
TOTAL Php			156,606.00

FOR OTHER EXPENSES	Item	Purpose of Expense	Amount	TOTAL
Communications				
1. Telephone		Transmittal of NCE documents, letters, forms Php 100 x 30 (estimated count)	5,000.00	5,000.00
2. Mailing / Courier		For voice calls and text messaging	3,000.00	3,000.00
3. Cellphone load		Advertisements Tarpaulin Radio Announcement/Advertisement Promotional Shirt Office Supplies for campaign materials (Copy Paper, Expandable Envelopes, etc.)	Php 133,000.00	135,000.00
Supplies and Materials				
Rental				
TOTAL Php			143,000.00	299,600.00

Noted by:

MR. JORGE M. JOB
 OIC/Campus Director


ARNIE E. AGUILA
 Accountant

Reviewed by:
DANICA G. CACAO
 Budget Officer

Prepared by:

MARY MEDIATRIX B. ARROYO
 Registrar

BE A PISAY SCHOLAR!

for incoming Grade 7 students in SY 2024-2025



Deadline of Application:
October 13, 2023
Date of Examination:
November 18, 2023

Only the top 15,000 qualifiers based on the applicant's Predicted NCE Grade (PNG) computation shall be allowed to take the NCE on November 18, 2023. Out of the 15,000 examinees, 1,920 qualifiers are eligible to enroll as incoming seventh graders for SY 2024-2025 at the campus of their choice

Who are eligible to apply?

Applicant must be a grade 6 elementary pupil from a duly recognized school by the Department of Education and meet the following conditions:

- with a final grade of 85% or better in Science and Math or in the upper 10% of their graduating class
- a Filipino citizen with no pending or approved application as immigrant to any foreign country
- must not be more than 15 years old by June 30, 2024
- with at least a satisfactory rating or its equivalent in his/her Character Rating in his/her report card (SY 2022-2023)
- have not previously applied for Philippine Science High School
- preferably in good health and fit to undergo a rigorous academic program

Scholarship Privileges

- ✓ FREE TUITION
- ✓ FREE LOAN OF BOOKS
- ✓ MONTHLY STIPEND
- ✓ DORMITORY ACCOMMODATION
(if applicable)

- ✓ UNIFORM AND LIVING ALLOWANCES FOR LOW INCOME GROUPS



Apply online through the PSHS website
<https://nce.pshs.edu.ph>

For inquires, please contact us at:

☎ 09176548089/09239997636
(043) 779-8320 loc. 828

📘 Admissions at Pisay CALABARZON

✉ nce@cbzrc.pshs.edu.ph

Get a copy of the forms at any PSHS campus, DOST Office or Provincial Science and Technology Center nearest you or download it from www.pshs.edu.ph

Philippine Science High School CALABARZON Region Campus
Brgy. Sampaga, Batangas City

APPLY NOW