

**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.: 2024-03-042  
Date : March 6, 2024

Project: **SUPPLY, DELIVERY AND PROVISION OF THE MATERIALS, EQUIPMENT AND SERVICES NEEDED TO RETROFIT PSHS CALABARZON REGION CAMPUS' CANTEEN BUILDING WITH FIRE SAFETY IMPROVEMENTS**

The PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS (PSHS-CALABARZONRC) intends to apply the sum of **EIGHTY THOUSAND PESOS ONLY (Php80,000.00)** being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: **SUPPLY, DELIVERY AND PROVISION OF THE MATERIALS, EQUIPMENT AND SERVICES NEEDED TO RETROFIT PSHS CALABARZON REGION CAMPUS' CANTEEN BUILDING WITH FIRE SAFETY IMPROVEMENTS**

**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. 2024-03-042 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 March 9 - 13, 2024 from 9:00am - 3:00pm without cost and from [https:// www.notices.philgeps.gov.ph](https://www.notices.philgeps.gov.ph)
4. Upon submission of the RFQ, please attach the following documentary requirements:
  - a. Mayor's Permit 2024
  - 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 March 13, 2024, 1:00pm. Suppliers are not required to attend the Opening of Quotations.
6. Send your RFQ with complete documentary requirements to [bac@cbzrc.pshs.edu.ph](mailto:bac@cbzrc.pshs.edu.ph) and address it to Danica G. Cacao, 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.

  
ROMEO M. MADRONA, JR.  
BAC Chairperson

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(GOODS)**

Office/ Campus:	PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS
Address/ Contact Details:	Barangay Sampaga West, Batangas City

SIR / MADAM:

Quotation No.:	2024-03-042
Date :	March 6, 2024

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 14 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
<b>PRICES MUST BE Tax (VAT) INCLUSIVE</b>					
1	1	LOT	SUPPLY, DELIVERY AND PROVISION OF THE MATERIALS, EQUIPMENT AND SERVICES NEEDED TO RETROFIT THE PSHS CALABARZON REGION CAMPUS' CANTEEN BUILDING WITH FIRE SAFETY IMPROVEMENTS → THE WINNING PROVIDER SHALL BE ABLE TO TURNOVER TO THE PROCURING ENTITY, A FULLY FUNCTIONAL GAS LEAK DETECTION SYSTEM AT THE FULL CONSUMMATION OF THE CONTRACT → CONTRACT INCLUDES: ✓ SUPPLY AND DELIVERY OF ALL THE MATERIALS AND COMPONENTS NEEDED IN THE GAS LEAK DETECTION SYSTEM WHICH MUST INCLUDE, BUT IS NOT LIMITED TO THE FOLLOWING: ▪ 1 UNIT GAS CONTROLLER ▪ 2 UNITS DETECTOR ▪ 1 UNIT SHUT OFF DEVICE ▪ 1 UNIT CONTROLLER PANEL ▪ 1 UNIT FAN SHUT OFF DEVICE ✓ PROVISION OF THE APPROPRIATE MANPOWER AND SKILLS NEEDED IN THE DESIGNING, ASSEMBLY, CONFIGURATION AND TESTING OF THE GAS LEAK DETECTION SYSTEM ✓ PROVISION OF EQUIPMENT AND TOOLS THAT ARE NECESSARY TO EFFICIENTLY AND EFFECTIVELY DELIVER THE REQUIREMENTS OF THE CONTRACT ✓ PROCESSING OF ALL PERMITS AND CLEARANCES PERTAINING TO AND RELATED TO THE PROJECT NOTE: INTERESTED PROVIDERS ARE ENCOURAGED TO VISIT THE CAMPUS AND INSPECT THE SITE WHERE THE SYSTEM IS TO BE DEPLOYED		
TOTAL					

Delivery Term : WITHIN 14 CALENDAR DAYS AFTER THE RECEIPT OF PURCHASE ORDER / NOTICE TO PROCEED  
 Delivery Time : -  
 Payment Term : WITHIN 15-30 CALENDAR DAYS AFTER THE COMPLETE DELIVERY OF PROCURED GOOD/S AND/OR SERVICE/S

Very truly yours,

  
**EDSILE ESPINO**  
 PURCHASER

Authorized Company Representative :

**PRICES IN THE ABOVE OFFER ARE CERTIFIED TRUE AND CORRECT:**

Telephone: 043-779-8320 local 803

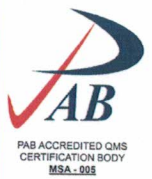
(Signature Over Printed Name)

**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. : \_\_\_\_\_





**TERMS OF REFERENCE FOR THE SUPPLY, DELIVERY AND INSTALLATION OF GAS LEAK  
DETECTION SYSTEM FOR THE SCHOOL CANTEEN**

**I. Background**

The Philippine Science High School CALABARZON Region Campus (PSHS-CALABARZONRC) is a government science high school, which is mandated to provide scholarship with emphasis on subjects pertaining to sciences to prepare its students in science career.

The Finance and Administrative Division, thru the General Services Unit, is tasked to ensure safety of the facilities to likewise guarantee safety of students, employees and guests. The school canteen operates through private concession to provide healthy and affordable meals to scholars and employees. The operator was chosen through appropriate bidding procedure and upon renewal of its business permit, a standard operating procedure of the Bureau of Fire Protection was actual inspection of the school canteen as the former's business location. It was discovered that the kitchen lacks gas leak detection system and automatic fire detection and alarm system. These are two essential fire safety equipment that have to be in place in areas where there is constant presence of fire.

**II. Rationale**

The aforementioned requirement is urgent and has to be provided by the Campus, as such nature of requisite in the Canteen's kitchen is no longer part of the concession contract. The proposed gas leak detection system installation is also a safety concern that needs to be addressed immediately especially that the canteen caters to majority of students for their meals from breakfast up to dinner. Compliance to the statutory requirements on fire safety shall also ensure that the school canteen will be permitted to operate without incurring possible violations and disobedience to the Fire Code of the Philippines of 2008 and Its Implementing Rules and Regulations.

**III. Specifications and Requirements**

The supplier must be able to supply, deliver and install a gas leak detection system with the minimum specifications, as follows:

ITEM NO.	QTY	UNIT	ITEM/DESCRIPTION	UNIT COST	TOTAL COST
1	1	lot	Supply, Delivery and Installation of: Gas Leak Detector Set <ul style="list-style-type: none"> <li>• Gas controller – 1 piece</li> <li>• Detector – 2 pieces</li> <li>• Shut off device ¾" – 1 piece</li> <li>• Panel model DC536 – 1 unit</li> <li>• Fan shut off device – 1 piece</li> </ul> Process BFP permits/clearances	80,000.00	80,000.00
<b>TOTAL</b>					<b>80,000.00</b>



Republic of the Philippines

## DEPARTMENT OF SCIENCE AND TECHNOLOGY

PHILIPPINE SCIENCE HIGH SCHOOL - CALABARZON REGION CAMPUS



Certificate No.: SCP000420Q

#### IV. Cost Estimate

The estimated cost requirement for the proposed procurement is Eighty Thousand Pesos (Php 80,000.00) only.

#### V. Mode of Procurement

The applicable mode of procurement is Small Value Procurement pursuant to Section 10 of the Revised Implementing Rules and Regulations of Republic Act No. 9184.

#### VI. Delivery period

The completion of supply, delivery and installation of the requested gas leak detection system should be **within fourteen (14) days from receipt of contract/purchase order** by the qualified supplier.

#### VI. Payment Terms

PSHS-CALABARZONRC will not provide advance payment to the supplier. Payment shall be facilitated upon completion of supply delivery and installation based on required specifications Supplier, subject to acceptance by the Procuring Entity, and subject further to existing budgeting, accounting and auditing rules, regulations and other applicable laws.

Prepared by:

**Engr. MHELVIN E. MAGDALENA**

Resident Engineer

Certification of availability of funds:

**DANICA G. CACAO**  
Budget Officer

**ARNEL E. AGUILA**  
Accountant II

Recommendatory Approval:

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

Approved by:

**REX S. FORTEZA**

Campus Director/Head of Procuring Entity

