#### 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.:
 2024-03-066(1)

 Date
 :
 March 19, 2024

Project:

FOR THE GOODS AND SERVICES NEEDED IN THE CONDUCT OF CAREER TALK (TOKEN FOR THE RESOURCE SPEAKER)

The PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS (PSHS-CALABARZONRC) intends to apply the sum of ONE THOUSAND FIVE HUNDRED PESOS ONLY (Php1,500.00) being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: FOR THE GOODS AND SERVICES NEEDED IN THE CONDUCT OF CAREER TALK (TOKEN FOR THE RESOURCE SPEAKER)

#### **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.
- 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 March 22, 2024, 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.

ROMEO M. MADRONA, JR.

BAC Chairperson

## PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM

## REQUEST FOR QUOTATION FORM & NOTICE (GOODS)

Campus:							
Contact (		- Thomas		CHOOL CALABARZON REGION CAMPUS			
- Concact [	Details:	Barar	ngay Sampaga West, Ba	tangas City			
MADAM				Quotation No Date			2024-03-066 (1) March 19, 2024
May wa	ragues	t for quotatic	on on materials enumerat	ed hereunder. If you are interested and in a	position to		
			n on materials enumeral d to have your best prices.		position to		
				ys upon receipt of approved Purchase (	Order (PO).		
In case o	of failur	e to make th	e full delivery/completion	within the time specified as offered/required	l, the Supplier/		
tractor si	hall be	liable for liqui	idated damages/penalty of	of one-tenth (1/10) of one percent (1%) of the	Contract		
e per cale	endar a	lay of delay n		vered/completed portion(s) of the approved F		UNIT COST	TOTAL COST
m# Q	TY	UNIT			14.7 (1.6.4. 14. 0.24.7 1.4.4.1 2.1.1.2.4.1	19 19 19 19 18 18 18 18 18 18 18 18 18 18 18 18 18	
				PRICES MUST BE Tax (VAT) IN SUPPLY & DELIVERY	CLUSIVE		
1 1	-	PIECE	TOKEN OF APPRECIAT	ION FOR THE RESOURCE SPEAKER OF STEM	WEEK 2024		
			-TAAL BALISONG	# 29 WITH FRAME AND PERSONALIZED NAM	E PLATE		
_							
				•			
+							
-							
_							
-							
		-					
		-					
			constitution of the second				
			- 1 Agric				
		-					
Delivery	v Term	1: (	ON OR BEFORE APRIL	1, 2024			
Delivery				R DAYS AFTER THE COMPLETE DELIVERY	OF ITEMS		
Paymer		n: <u>V</u>	VITHIN 30-45 CALENDA	( DAIS M. E	PRICES IN THE ABOVE O	FFER ARE	
Very trul	y yours	mos	7-1		CERTIFIED TRUE AND C	CORRECT:	
		EDSEL E. E		Authorized Company			
		PURCH	HASER	Representative :	(Signature Over Printe	ed Name)	
Teleph	hone	:	043-779-8320	Company Name :			
				Address :			
IMPORTA	must he	e tvnewritten	in ink clearly.				
1. Prices	ring a s	ubstitute/equ	ivalent, specify	Telephone nos. :			
2. If otter		d make.		1.11.11			

**CS** CamScanner

### PURCHASE REQUEST

Entity Name: PHILIPPINE SCIENCE HIGH SCHOOL - CALABARZON REGION CAMPUS Office/Section : GCU Fund Cluster: 1101101 PR No.: 2024 - 03 - 044 0) Date: **SSD** March 19,2014 Responsibility Center Code: 19-016-09-00014-03 Stock / Unit Property No. Item Description Quantity Unit Cost **Total Cost** Token of Appreciation for the Resource Speaker (Taal Balisong No. 29 with Frame and Personalized Name Plate) 1 рс Resource Speaker: LINA B. SANTIAGO- POLICARPIO, 1 1,500.00 1500.00 DVM, Fel PCPP ₱1,500.00 For the conduct of Career Talk on April 2, 2024. Purpose: Requested by: Approved by: Signature: Printed Name : DARL CHRISTINE JOY M. DAGPIN BENITA M. LAURENA **GUIDANCE SERVICES ASSOCIATE I** Designation:





Certificate No.: SCP000420Q

#### TERMS OF REFERENCE FOR THE GOODS AND SERVICES NEEDED IN THE CONDUCT OF CAREER TALK

#### I. BACKGROUND

The Philippine Science High School – CALABARZON Region Campus is dedicated to nurturing and developing exceptionally talented Filipino students' scientific, technological, and mathematical skills. It is also renowned for its commitment to academic excellence and research. As an institution that values continuous improvement and professional growth, the PSHS-CALABARZONRC recognizes the importance of providing career talks to students. High school is a critical period in students' academic journey, where they start to develop a deeper understanding of various subjects and explore potential career paths. As part of their STEM education, exposing them to diverse and engaging career options within these fields is essential. This Career Talk on Veterinary Medicine and agricultural-related careers aims to provide students with valuable insights, foster interest, and inspire a passion for these vital sectors. This activity is set to be held on April 2, 2024, from 9:00 AM to 10:30 AM, at Philippine Science High School – CALABARZON Region Campus, Sitio Sampaga West, Barangay Sampaga Batangas City.

#### II. RATIONALE

The theme for this year's STEM Week Celebration is "STEM Adventures: Exploring the Wilderness of Knowledge". This celebration is a great avenue to broaden students' perspectives on STEM careers, specifically by delving into the exciting worlds of Veterinary Medicine and Agriculture. By fostering a connection between classroom learning and real-world applications, this Career Talk aims to inspire the next generation of scientists, veterinarians, and agricultural professionals who will contribute to the sustainable development of our communities and the global ecosystem.

#### III. SCOPE

The supplier must provide the following:

No. Item Description	Unit	Quantity	Estimated Unit Cost	Estimated Cost
1. Token of Appreciation for the Resource Speaker (Taal Balisong No. 29 with Frame and Personalized Name Plate) Resource Speaker: LINA B. SANTIAGO-POLICARPIO, DVM, Fel PCPP	pc	1	1,500.00	1,500.00

Page 1 of 3

Trunkline.: (043) 779-8320 Tel/Fax. No.: (043) 724-6199

Postal Address: Sitio Sampaga West, Brgy. Sampaga, Batangas City Website: <a href="https://www.cbzrc.pshs.edu.ph">www.cbzrc.pshs.edu.ph</a>

CS CamScanner





Certificate No.: SCP000420Q

#### IV. APPROVED BUDGET FOR THE CONTRACT

The approved budget for the contract (ABC) is Four Thousand Five Hundred Ninety pesos only (Php 4,590.00).

#### V. MODE OF PROCUREMENT

The procurement mode for the item shall be Negotiated Procurement / Small Value Procurement. These are all in accordance with the IRR of RA 9184.

#### VI. GENERAL EVALUATION AND SELECTION CRITERIA

The project shall be awarded to the supplier with the lowest calculated and most responsive bid for the item specified in the project. Other criteria for evaluation unique to each item may appear in *III. Scope* of this terms of reference.

#### VII. PAYMENT TERMS

The Philippine Science High School – CALABARZON Region Campus will not provide advance payment to the qualified supplier. Payment shall be facilitated upon successfully providing the goods and services required from the supplier.

Prepared by:

DARL CHRISTINE JOY M. DAGPIN/ BENITA M. LAUREN

Guidance Services Associate I

Certification of Availability of Funds:

DANICA G. CACAO

**Budget Officer** 

ARNEL E. AGUILA

Page 2 of 3

Trunkline.: (043) 779-8320 Tel/Fax. No.: (043) 724-6199

Postal Address: Sitio Sampaga West, Brgy. Sampaga, Batangas City Website: <a href="https://www.cbzrc.pshs.edu.ph">www.cbzrc.pshs.edu.ph</a>





Republic of the Philippines





Certificate No.: SCP000420Q

Recommending Approval:

FAD Chief

Approved by:

Campus Director

Page 3 of 3

Trunkline.: (043) 779-8320 Tel/Fax. No.: (043) 724-6199

Postal Address: Sitio Sampaga West, Brgy. Sampaga, Batangas City www.cbzrc.pshs.edu.ph Website:

