

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](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



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.

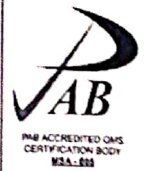
II. RATIONALE

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



2.	Frame for Certificate of Appreciation (A4, Landscape Orientation)	pc	1	250.00	250.00
3.	Token of Appreciation for the Resource Speaker and Co-Facilitators (Barako Coffee, 1/2 kg)	pack	4	280.00	1,120.00
4.	Tablea	roll	4	220.00	880.00
5.	Jacobina Biscuit	pack	4	110.00	440.00
6.	Native Bayong Gift Bag	pc	4	100.00	400.00
TOTAL					4,590.00

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. LAURENA
 Guidance Services Associate I

Certification of Availability of Funds:


DANICA G. CACAO
 Budget Officer


ARNEL E. AGUILA
 Accountant



Certificate No.: SCP0004290

Recommending Approval:

[Signature] 3/18/24
MA. THERESA P. PAGULAYAN
Supervising Administrative Officer
FAD Chief

Approved by:

[Signature] 3/18/24
REX S. FORTEZA
Campus Director